

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 07 MARCH 2003**

CEFMS:

a. We reviewed all outstanding problem reports -- obsolete reports were closed; duplicate reports, which referenced the same problem, were combined; and priority codes were assigned. Those reports with a priority code of '8' (signifying new functionality or enhancements) will be reviewed by the Configuration Control Board and prioritized before further action is taken.

b. We developed a standard procedure for providing data files to DOD IG auditors. The procedure involves developing Data Base Query (DBQ) scripts to derive data from production databases (current and prior fiscal years), generating flat files and moving files to an ftp site at the Western Processing Center from which auditors can import files into their own MS Excel or access databases.

c. We gave subsidiary ledger data files to DOD IG auditors to support amounts on the USACE FY 99 balance sheet for buildings and structures. We provided the auditor's flat files, Excel spreadsheets and SQL script files used to extract the data. This information was requested to replace that which was provided for FY 98 since the DODIG changed the baseline year for the CFO audit.

d. We released a new version of RECONAST, the report that reconciles plant, property and equipment general ledgers with subsidiary data. The new version highlights problems not previously identified, such as inconsistencies between general ledger accounts and property category codes and missing general ledger data. We also provided new parameters to allow the report to be generated for a particular property type to assist the USACE activities in their continuing effort to reconcile PPE for audit purposes. The new version caused the number of imbalances reported to rise significantly.

e. We are continuing our effort to develop P2/CEFMS interface routines involving work items, purchase requests, obligations, costs, organization codes and labor rates.

f. We are continuing to coordinate the completion of tasks necessary to convert the Pacific Ocean Division activities to the Finance Center on 01 Apr 03. We are waiting for the JP Morgan Bank to establish a date to load necessary software at the UFC disbursing division.

g. We were included in a conference calls on the DoDIG Internal Control Weaknesses in CEFMS Accounts Payable audit report with UFC Millington, CERM-F and the DODIG. We had several unresolved issues between the USACE and DODIG. The UFC director is coordinating a memorandum with recommendations for both CEFC-A and CEFC-S on the unresolved issues and will provide to CERM-F.

h. We provided an information paper to the DODIG explaining the computation of payment dates for Engineering Form 93 (Construction Pay Estimates), invoices and receiving reports. We are also providing disbursing transaction information to DODIG on all first quarter FY03 disbursements. All of the DODIG inquiries are related to the on-going audit of accounts payable.

i. We provided comments on a draft AAA report on the Corps of Engineers Financial Management System General and Application Controls Electronic Signature System. AAA's review began in 1999 with follow-ups in 2001 and 2002. AAA is in the process of writing the final report. Because we have made significant improvements and changes to CEFMS, we believe that a number of AAA's recommendations have either been corrected or are not applicable to the current procedures/process.

j. We compiled a listing of CEFMS Data Elements for the Financial Management Modernization Program (FMMP). We provided the listing to the FMMP group for their use in architecture development for an integrated DOD-wide financial system.

k. We modified the Multi-purpose Power Interest Reports that compute interest during construction on assets that are in a Construction-In-Progress status. Prior to this change there was a rerun option, which sometimes generated incorrect postings to subsidiary cost records. The modification allows reports to be generated only one time each month during the fiscal year. This revised procedure prevents the incorrect postings to subsidiary records that were occurring.

l. We are continuing our effort on several issues related to DOD Information Technology Security Certification and Accreditation Process (DITSCAP) as a result of the DoDIG audit finding. We must have on record interconnect agreements for all Interfacing/Integrated Automated Information Systems connecting to CEFMS. We are also coordinating with CEEIS and the Huntsville Engineering Center (CEHND) for our CEFMS application DITSCAP and support issues and for the development of our COOP and Facility DITSCAP. We met with the Huntsville Center (HND-IM) and Intergraph Corporation representatives to obtain an estimate for Intergraph Corporation to perform both the CEFMS application and facility DITSCAP documentation. We completed the Information Assurance Security Officer (IASO) training, online from Ft. Gordon, and successfully passed the required certification test. The IASO certification is a DOD DITSCAP requirement.

m. We are scheduling a meeting in early April to discuss Public Key Infrastructure (PKI) and Common Access Card (CAC) issues at the Systems Development Directorate in Huntsville, AL. Attendees will include representatives from CECI, CEEIS, GAO, National Institute of Science and Technology (NIST) and DOD.

II. PROBLEM REPORTS/IMBALANCES:

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	866	905
Priority #1 Problem Reports	113	75

Received 265 new problem reports and completed 304 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	38	47
One	8	4
Two	6	7
Three	3	1
Five	2	1
Six	1	0
Eight	2	0
Fourteen	0	1
Thirty-three	1	0

III. ACCOUNTING OPERATIONS:

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	249
HUNTSVILLE	22
USACE HQ	1
TOTAL	<u>272</u>

DISBURSING WORKLOAD DATA:

PAYMENT	<u>CURRENT MONTH</u> <u>Mar 01 - Mar 04</u>	<u>YEAR TO DATE</u> <u>Oct 01 - Mar 04</u>
---------	--	---

BY CHECK:

Checks Issued	1,324	65,771
Percent of Total	14%	15%
Dollar Amount	\$7,712,509	\$638,208,269

BY EFT:

Transfers Made	4,536	209,254
Percent of Total	86%	85%
Dollar Amount	\$76,998,063	\$4,337,564,903

IV. OTHER UFC ISSUES:

a. We completed the FY03 Annual Computer Security Training for all employees. The Fort Gordon School of Information Technology's web based training course was utilized to accomplish the annual training. Security awareness information is disseminated throughout the year to all employees in addition to this annual training.

b. We plan to begin our physical inventory of all UFC property on 11 March 2003. Bar Tags for all property at both the Millington and Huntsville locations will be scanned and uploaded to APPMS.

c. On 6 March we recorded in FORCON and transmitted the data required for the first submission in the FY04 manpower requirements cycle. This data consisted of average civil works salary amounts for FY03 - 08. We also submitted the required average military salary data to CERM-M.

d. On 27 February we participated in the second quarter FY03 COBUG teleconference held by CERM-B for all Corps MSCs, FOAs, and selected districts. The agenda covered topics such as the use of RF5900 accounts, the upcoming mid-year review of ED&M funds, and the statutory limit on the use of EOR 252, Other Contractual Services.

e. We received notice of planned DODIG visits to the UFC 10-12 March 2003. Thomas Winter, Joseph Powell and Joseph Bilock plan to review water storage credits and the Accrued Leave account. Paul Wenzel, Craig Zimmerman and Jack Armstrong, also of DODIG, will conduct a VTC to discuss issues related to providing CEFMS general ledger accounts and general journal transactions on a monthly basis for each of the 61 CEFMS databases. DoDIG also informed us that they would maintain a permanent presence at the UFC during the CFO Statement compilation process.

f. We have received the proposed schedule for second quarter submission of the Civil Works CFO Financial Statements. The schedule allows three weeks after the end of the second quarter to complete the financial statement process. Our accounts payable and expense data for intragovernmental transactions is due to DFAS sites on 11 April 2003. The input of trial balance data is to be completed by 22 April 2003 so draft statements are available for review on 24 April 2003.

g. Several UFC representatives visited the Honolulu District during the week of 24 February 2003. The representatives met with the Resource Managers of Japan and Far East District on Transaction For Others and Transaction By Others (TFO/TBO) procedural changes for the 1 April 2003 consolidation. The representatives also addressed the transfer of Disbursing Officers Accountability, Local Depository Accounts (LDA) for the Japanese Yen and Korean Won, Cash Reporting and closing of the Honolulu District Disbursing Station Symbol Numbers (DSSN).

h. On 24 February 2003, the IFPTE 259 Accountants' bargaining unit and USACE Finance Center management exchanged proposals for beginning negotiations of the accountants' collective bargaining agreement. Negotiations are scheduled to begin on 25 March 2003.

i. The UFC sponsored a class on Appropriation Law 18 - 21 February 2003. All UFC accountants have now had the opportunity to attend this class. Either Fiscal Law or Appropriation Law is a mandatory training requirement for the Comptroller Accreditation Program.

j. The UFC has implemented the CEFMS Access Request and Maintenance System (ARMS). ARMS replaces the UFC in-house developed Access Request Approval Tracking System (ARATS). All UFC employees' CEFMS access control for the activities supported by the UFC have been entered through ARMS. Supervisors are now in the process of approving the requests. After the supervisor approves the access request, the request will be forwarded to the supported activities Database Administrator (DBA) to update the CEFMS access controls permission for finance center employees.