

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 21 MARCH 2003**

CEFMS:

a. We are continuing to help several USACE activities to "clean up" their cost share records. Ten activities have requested fifty-six scripts be written to restore archived labor data. Due to the number of connections permitted in a script, when restoring data from FY97 through FY01, multiple scripts are required. This process is extremely time consuming for the CEFMS users and the Systems Development labor and payroll team. We are testing a CEFMS form that will allow sites to restore archived data for labor cost transfers without requiring individual scripts. The form should save resources for CEFMS users and the labor and payroll team - we plan to release the form when our testing is complete.

b. We provided Corps-wide asset statistical information to CERM-F to aid them in their analysis of the Corps asset capitalization threshold criteria. We provided a count and breakdown of assets by operating activity, property category code and owning appropriation. The data was stratified according to book cost as follows: less than \$25K; less than \$100K; less than or equal to \$250K; and more than \$250K.

c. We released system changes to allow multiple operating work items for revolving fund non-group assets that are not rented out. This functionality could be used where there are multiple components of an asset located in different offices or in connection with revolving fund buildings with occupants assigned to multiple general and administrative organizations. The new functionality will allow more than one operating work item to be assigned to these types of assets so the applicable depreciation, insurance and increment costs can be allocated among the overhead accounts of the offices where the equipment, office furniture, etc. is located. Prior to this change, the system allowed only one operating work item per asset.

d. We responded to numerous inquiries from DOD IG auditors auditing the FY 02 financial statements.

e. We are continuing to develop P2/CEFMS interface routines involving work items, purchase requests, obligations, costs, organization codes and labor rates. Continued testing work item and purchase request interfaces. We participated in several meetings with the P2 team to discuss the use of resource codes in connection with budget data transmitted from P2 to CEFMS.

f. We released modifications to the Intra-Governmental Payment and Collections (IPAC) File Generator to make available an option on the level of detail in Customer Order Billings. CEFMS users may stipulate either a summary billing with one amount per bill or a complete detail-billing list to include all transactions for the month included in the particular billing. The desired billing level will be stored by Agency Location Code. UFC disbursing personnel maintain the Agency Location Master Screen that will be used for this routine. On 6 Mar 03, four files were generated and sent to Treasury using this new file generator. All four files were accepted with no submission errors. This change to the IPAC File was requested by DFAS.

g. We revised the report that displays Civil Works manpower execution by category (e.g. Work For Others). Previously the report included only reimbursable orders, which made it difficult to reconcile with upward manpower reports. The revised report, Civil Funded Category Report, includes direct and reimbursable execution so that totals agree with other Civil Works manpower reports. In addition, the hours are now displayed as Full Time Equivalent, 2080 hours.

h. We reengineered the Labor Rate Adjustment functionality in the Operating Budget Module. Previously, USACE activities could not apply more than one budgeted effective rate to budgeted labor in a specific budget year - even though the effective rate applied against actual labor often changed during a fiscal year. Consequently, budget estimates were not as accurate as they could have been. The change allows activities to enter multiple effective rates during a single budget year. We also provided an 'INFO' button which explains the effect of each type of budget labor adjustment. This tool should enable users to better understand the budget labor calculations and result in more accurate budgets.

i. We revised the Civil Cost of Doing Business report to exclude all civil works costs where the cost type is In Kind Contribution (IKC), which is used for cost share projects. Previously, the records recorded in CEFMS for cost share partners' contributions were included in the report and, in some cases, included in the calculation of the AE Contracting Out Percentage. Including the contributions potentially distorted the AE Contracting Out Percentage. Therefore, CERM-P directed this change to the report program.

j. We have strengthened the revenue Long-Term Agreements (LTA's) recorded in CEFMS to identify principal and interest receivable amounts, which are due to be repaid over 10-50 year period. Each active LTA principal and interest receivable amount now agrees with the amount recorded in the general ledger. The LTA number is now stored in both the journal voucher transaction register and the general ledger which permits each LTA to be reconciled directly to the general ledger. Additionally, the improved process also insures the total long-term receivable amount for all active LTA's agrees with the total long-term receivable amount recorded in the general ledger. A real time long-term receivable imbalance screen immediately identifies any imbalance, which occurs for LTA's. Also, a long-term receivable imbalance report is automatically emailed on the 15th of each month to users who have the authority to record LTA's, identifying any imbalance which has occurred.

II. PROBLEM REPORTS/IMBALANCES:

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	732	866
Priority #1 Problem Reports	61	113

Received 214 new problem reports and completed 348 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	43	38
One	4	8
Two	5	6
Three	3	3
Four	1	0
Five	2	2
Six	1	1
Eight	1	2
Thirteen	1	0
Thirty-three	0	1

III. ACCOUNTING OPERATIONS:

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

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

DISBURSING WORKLOAD DATA:

PAYMENT	CURRENT MONTH <u>Mar 01 - Mar 18</u>	YEAR TO DATE <u>Oct 01 - Mar 18</u>
BY CHECK:		
Checks Issued	8,136	72,583
Percent of Total	13%	15%
Dollar Amount	\$67,662,621	\$698,158,381
BY EFT:		
Transfers Made	27,667	232,385
Percent of Total	87%	85%
Dollar Amount	\$522,575,294	\$4,783,152,135

IV. OTHER UFC ISSUES:

a. The UFC, Pacific Ocean Division (POD), Honolulu, Japan and Korea Districts remain on schedule for the 1 April 2003 consolidation. The Memorandums of Understanding have been express mailed to Korea and Japan for signature and I will be in Honolulu during the week of 24 March for a signing ceremony at POD that concludes the USACE worldwide consolidation of operating finance and accounting functions.

b. Eileen Gildea of the Resource Management Division attended the Integrated Requirements Review of RFMIS-NT on 3-7 March 2003 in Huntsville, AL. The objective of the review was to ensure that all general and module specific requirements had been captured. A major topic of discussion was the interface requirements for RFMIS-NT/CEFMS/P2 interface and the identification of any missing critical information or data. The team originally discussed an interface with CEFMS, but RFMIS-NT may now need to interface with both P2 and CEFMS. More information is to be collected so that this determination can be made. The design phase of RFMIS-NT is scheduled to begin 31 March 2003. We will continue our participation in this project pertaining to the design of two areas---USACE Program Management and Reports.

c. On 20 March 2003, we transmitted our second submission for the current manpower requirements cycle. This submission contained FY03-08 funding data for all civil appropriations including reimbursable sources. This data was uploaded to CERM FORCON database.

d. On 20 March 2003, the Resource Management Division submitted to CERM-B the mid-year review data on FY03 Operations and Maintenance, Army (OMA) and General Expense funds. An updated obligations plan for OMA funds was provided covering ED&M, recruiting leases, and GSA rents. No unfinanced requirements were submitted for the UFC.

e. The Accounting Quality Division recently requested access to CEFMS databases for all Corps activities for five additional DoDIG auditors working on the FY03 CFO Act financial statements audit. This brings to 89 the total number of DoDIG auditors who have requested access to CEFMS databases. Requests for access were made through the Access Request Management System that was recently deployed in CEFMS.

f. During 11-13 March 2003, we conducted another session of SQL training attended by employees of several USACE activities. This was the third in a series of six SQL sessions scheduled for FY03. During 10-14 March 2003, the UFC also hosted and supported the first of three USACE Managerial Accounting Symposiums scheduled for FY03.

g. Greg Porter of the Resource Management Division attended the USACE Strategic Sourcing Program Delivery Team Workshop in Arlington, VA during 4-6 March 2003. Mr. Porter briefed UFC management on results of the workshop and provided valuable information on the planned direction and strategy for achieving the required OMB and Army goals for outsourcing.

h. During the week of 3 March, Linda Stoutenburgh represented the UFC as a member of the Cross Functional Assessment Team (CFAT) with the responsibility of evaluating and scoring over 70 USACE automated information system investments and making recommendations to the HQ USACE Executive Functional Assessment Team for future funding.

i. On 7 March, Linda Stoutenburgh attended a meeting at the Pentagon with Belinda Taswell (CELO), Audrea Nelson (ASAFM), Gene Thomas (G4), UFC-Millington (via phone), DFAS-IN (via phone), and USBANK/Powertrack representatives to discuss and map USACE business process for PCS transportation of Household Goods (HHG). Another meeting is scheduled for 28 March to continue reviewing and mapping the business process. DoD is considering implementing PowerTrack as the method of payment for all PCS HHG shipments. Since the USACE transportation officers are not involved in this business process and DFAS does not disburse for USACE, we need to ensure that USACE is able to receive all invoices for the HHG shipments.