

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 04 APRIL 2003**

CEFMS:

a. We developed a database query and provided information to CECW-OD (Tom Verna) to assist him in responding to a request from MG Griffin for information pertaining to Corps marine assets.

b. We tested and released a system change to allow adjustments to accumulated depreciation (ACD) recorded when assets were converted from COEMIS to CEFMS. The accumulated depreciation was recorded as depreciation transferred in (DTI). The CEFMS form (screen 3.101) was modified to allow DTI to be adjusted, as well as depreciation recorded since conversion, which is recorded as ACD. Before the policy change regarding prior period adjustments, DTI could only be adjusted with general ledger journal voucher transactions and scripts. Now, current period adjustments will be generated when transactions are processed on 3.101 regardless whether ACD or DTI amounts are affected and should save both time and resources.

c. We modified all of the necessary CEFMS software and Oracle Links that is needed for distributive updating of disbursing records between the Pacific Ocean Division, Honolulu, Japan and Korea Districts and the Finance Center. The modification included data manager tables, database links, and synonyms. All historical disbursing and collection data for Intergovernmental Payment and Collection System (IPAC) and Spoiled Checks were moved from the former disbursing activity (Honolulu District) to the Finance Center. USACE activities disbursing and collection activity is now reported under one Civil and one Military finance center Disbursing Station Symbol Number.

d. We revised the manpower execution programs so that they correctly reported full time equivalents (FTE) for the Agriculture Grazing and Timber Harvest programs. These two programs are funded differently than other projects/programs; therefore, the manpower execution programs required specific coding to ensure reporting under the correct appropriation and management decision package (MDEP).

e. We revised the Calculate Overhead Rates functionality in the Operating Budget Module to allow sites to automatically calculate Facility Burden rates. Previously, this calculation had been performed manually. We also enhanced the Calculate Overhead Rates function so that users can now calculate rates for any portion of a fiscal year. This revision should be especially helpful during mid-year Operating Budget revisions. We provided an 'Info' tab which identifies the factors used to calculate overhead rates and provides examples.

f. We developed a new functionality to increase and revalue local national employees' salaries for our foreign currency activities. This functionality will eliminate many hours of manual effort by automating and streamlining the overall process.

g. We provided requested information to HQ USACE (CERM-F) representative on the DoD Financial Management Modernization Program (FMMP) on CEFMS unique account structure and report codes. The information we provided included data elements used by the Corps to produce required reports outside of the standard line of accounting (such as AMSCO code and Appropriation Symbol). We looked at all functional areas of CEFMS and provided a listing of 165 unique data elements that we believe constitute the minimum number of data elements to be considered in their architectural development. Our listing included the field name, data element name, type of element, field length, a description and the ultimate user of the report data.

h. We changed the Labor Input Screen to allow entry of all types of time and attendance hours. This screen will only be used for unusual circumstances, but when a transaction is entered and committed, the transaction is immediately processed by the labor distribution routine. Before this change, only those transactions that were used in labor calculations could be entered; i.e., hour types such as those for sick leave and leave other than annual could not be entered here. Since the change, any type hours can be entered, and will be stored in the time certification table with a processed indicator of 'E', which indicates that it will be excluded from labor distribution calculations. This change will help with future payroll reconciliations between entries in the time certification and labor hours tables, and between CEFMS and Defense Centralized Payroll System (DCPS).

II. PROBLEM REPORTS/IMBALANCES:

a. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	738	732
Priority #1 Problem Reports	54	61

Received 206 new problem reports and completed 200 problem reports.

b. Database Imbalances on our 61 Production Sites:

# of Imbalances	<u>This Report</u>	<u>Last Report</u>
None	45	43
One	8	4
Two	5	5
Three	1	3
Four	0	1
Five	1	2
Six	0	1
Eight	0	1
Thirteen	1	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:

<u>PAYMENT</u>	<u>CURRENT MONTH</u> <u>Mar 01 - Mar 31</u>	<u>YEAR TO DATE</u> <u>Oct 01 - Mar 31</u>
BY CHECK:		
Checks Issued	14,212	78,659
Percent of Total	15%	15%
Dollar Amount	\$113,463,918	\$743,959,678
BY EFT:		
Transfers Made	45,499	250,217
Percent of Total	85%	85%
Dollar Amount	\$839,185,494	\$5,099,762,334

IV. OTHER UFC ISSUES:

a. The CFO/Civil Reports Division personnel have begun working on financial statements and intragovernmental reconciliations for 2nd quarter, fiscal year 2003 reporting. We plan to have preliminary reports available for review on 24 April 2003. Final statements and notes are due 5 May 2003.

b. The POD/UFC consolidation took place on 1 Apr 03 with only minor challenges. UFC Disbursing has purchased and loaded foreign currency for both Japan and Korea (Yen and Won). Disbursements have been processed for all POD, Honolulu, Korea and Japans Districts and both Yen and Won checks have been successfully printed and mailed. Electronic payment files have been transmitted to our correspondent banks in both Japan and Korea. Travel settlement checks (Won currency) to Korean Local Nationals have been successfully processed. As we proceed into our second week of processing for the POD sites, their workload should blend in with our normal workload and become a part of the daily routines. As part of the consolidation, the POD IATS database was consolidated with the UFC database on 31 March 2003. The POD database was the final database to be merged into the UFC database creating one IATS database for the entire USACE.

c. Captain Estee Pinchasin, 249th EN, plans to visit the UFC on 11 Apr 03. She will be accompanied by three additional employees interested in visiting the finance center and receiving a better understanding of our operations.

d. On 21 March 2003, we uploaded funding data to CERM-M for the current manpower requirements cycle. The data covered all civil funding sources for the UFC operations. We are preparing the final submission for the manpower requirements cycle due 18 April 2003. For the second quarter CMR, the UFC manpower utilization will be reflected as green for military FTE utilization and amber for civil. (Civil FTEs were under utilized by 1.1% at 31 March.) In accordance with CERM-M guidance, we will update our utilization plans next month.

e. On 20 March we submitted the FY03 executive direction and management (ED&M) OMA obligation plan to CERM-B based on program budget guidance issued 10 February. On 31 March we received the initial FY03 General Expense funding authorization document through PBAS. We have submitted no unfinanced requirements for the mid-year ED&M review scheduled for 11 April.

f. Mr. Don Daniels (CEFC-S) has volunteered and we have nominated Don through ENGLINK in response to the Noble Eagle/Enduring Freedom tasker that requested the assistance of a financial manager. Our security officer is taking action to obtain an interim secret security clearance for his eventual deployment.

g. Bill Halfacre from our information management operation attended the CEEIS training for the Remote Access Security Program on 28 March. This training, and the hardware which we will receive later, will give the UFC the capability to receive classified messages, in compliance with the Chief's mandate.