

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 17 OCTOBER 2003**

I. CEFMS:

A. We modified CEFMS to add edits to the TIMENTRY form to prevent timekeepers from changing approved time and attendance records. Prior to the modification, timekeepers were able to change a record if only some of the records in a group had been certified. The user was able to access an approved record and change the charge code for that record. The new edit will prevent this from occurring; i.e., changing the charge code after the time and attendance had been approved.

B. We changed the Defense Civilian Pay Data System (DCPDS) interface to ignore the retirement annuity value when calculating an employee's basic pay. Before Modern DCPDS was implemented, the annuity value was subtracted from the employee's salary.

C. New fields were added to the list of values for credit card credits/rebates. The work item, appropriation symbol, and cost type were added to help users to choose an obligation to receive a credit/rebate.

II. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	866	839
Priority #1 Problems	107	105

Received 215 new problem reports and completed 188 problem reports.

B. Database Imbalances on our 61 Production Sites:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	56	61
One	1	0
Two	1	0
Three	1	0
Five	1	0
Eight	1	0

III. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	247
HUNTSVILLE	22
USACE HQ	1
<u>DA INTERN</u>	<u>4</u>
TOTAL	274

B. DISBURSING WORKLOAD DATA:

<u>PAYMENT</u>	<u>CURRENT MONTH</u> <u>Oct 01 - Oct 14</u>	<u>YEAR TO DATE</u> <u>Oct 01 - Oct 14</u>
BY CHECK:		
Checks Issued	3,525	3,525
Percent of Total	12%	12%
Dollar Amount	\$32,707,829	\$32,707,829
BY EFT:		
Transfers Made	16,507	16,507
Percent of Total	88%	88%
Dollar Amount	\$369,001,660	\$369,001,660

IV. OTHER UFC ISSUES:

A. On 6 October, we submitted the final Chief Financial Officer (CFO) Act compliance self-assessment for FY03 to CERM-F. We reported non-compliance for one of the ten CFO issues; i.e., systems security. While in compliance with most of the elements for this one issue, we have not completed background checks for all employees. We have submitted documentation for background checks for all required employees, but have not yet received the final reply from OPM in all cases. Also, the UFC does not have a comprehensive COOP---completion of the UFC DoD Information Technology Security Certification and Accreditation Process (DITSCAP) in FY04 should help resolve this issue.

B. The chief of our information technology office will attend the IM/IT Competitive Sourcing Preliminary Planning Meeting 21-31 October conducted by CECI. The meeting agenda includes the review and validation of preliminary phase materials, business processes, information needed during the competitive sourcing phase, acquisition strategy, government furnished materials/equipment, and support requirements.

C. We have completed negotiations with our two bargaining units on the procedures for payment of fitness center membership fees for UFC employees. The UFC now collects the employees' share of the fees and pays the fitness center in arrears for each month's total fees for UFC employees.

D. All supported USACE activities civil, military and revolving fund financial reports were submitted accurately and timely on or before the required due date. This includes all financial reports to customers outside USACE. We have begun preparation of the civil CFO statements and footnotes with the first submission due to DFAS by 28 October.

E. We issued an e-mail message to all USACE activities for input on standardizing Permanent Change of Station (PCS) Purchase Request Commitment (PR&C) line items in CEFMS. The message provided a recommended standardized list of PR&C line items for PCS commitments. It had become confusing to our staff because we did not have consistency across the USACE on establishing the PR&C line items. We had excellence response and recommendations from USACE activities. The standardization will require changes to CEFMS, which we have discussed with CEFC-S. Our plans are to review all input, inform USACE activities of recommend changes and modify CEFMS to provide consistency across USACE.

F. Brenda Mixon, Chief Travel Division, and Diana Brightwell, accounting technician, CEFC-F, were in our Huntsville office 6-10 October to assist Judy Riffle, CEFC-S, test the new Windows Integrated Army Travel System (WINIATS) versions 6.01. All of the above returned to Millington, TN for the System Acceptance Test (SAT) and implementation on 14 October. DFAS and Profitsoft (IATS support contractor) representatives were also here for the SAT implementation and remained at the UFC through 24 October. IATS software version 6.01 was release to production with only minor discrepancies. The release did not have the adverse impact that our USACE travelers and accounting technicians experience with release 6.0 in June 2003.