

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 29 APRIL 2005**

**I. CEFMS:**

A. We modified CEFMS screen 17.14 (LABOR AUTHORIZATION STATUS VIEW SCREEN) to incorporate the following fields: P2 project number, P2 Project name, funded work item, ordering work item, line item description and appropriation fiscal year.

B. We investigated several hundred electronic signature errors on the receipt voucher log of the Little Rock database the week of 11 Apr 05. Most records appeared to be electronically signed by one user. Little Rock re-signed most of the records and also replaced the user's card reader. There have been no errors since that time.

C. We tested IAVA Releases KB890923, KB890859, KB893066, and KB893086 on all the PC Level Disbursing Processes. There were no problems discovered in the testing under Windows XP.

D. We restored tables that had been deleted from the Cold Regions Research and Engineering Lab (CRREL) database so they can now disburse this FY. The last disbursement from that database was made on 17 Sep 04. It appeared some tables were deleted to prevent any disbursements from processing. This month, they received a Government Order Billing from the Engineer Research and Development Center (ERDC) and it was paid on 21 Apr 05.

E. To assist in researching problems, we added a new field to the employee history table that will indicate the source of an updated employee record. The field will indicate if a history record was updated by a script, by the personnel interface, or by a user in the Employee Maintenance Screen.

F. We added edits in the timekeepers' screen to stop users from saving transactions if any of the following have occurred during the time the user entered the screen: CSR has locked out timekeepers from entering additional time and attendance; CSR has merged or transmitted the payroll file; or CSR has opened a new pay period.

G. We provided a new option in the Operating Budget Module so that users who budget expenses or obligations quarterly can easily enter the budget amounts in any month (first month, second month, third month) within the quarter. Previously, if users selected the quarterly budget option, they were limited to the first month of each quarter. This enhancement was requested by the Omaha District and approved by the CEFMS Configuration Control Board at its meeting in November 2004.

H. We revised the Operating Budget Module's Budget vs Actual Organization Obligation reports so that when users run the reports for a group of related org codes, the report runs much more quickly. Previously, these org code group reports often took more than an hour to generate and sometimes aborted due to lack of processing space available to the USACE activity on the WPC or CPC machine. Now, users will be able to successfully generate these reports for large groups of org codes to include even an entire district.

I. We provided Buildings and Structures, 2<sup>nd</sup> Qtr 2005, universe to DoDIG auditors per the request of HQUSACE (CERM-F).

J. We automated the transfer of Revolving Fund operating account balances between Revolving Fund USACE Activities. This transfer will occur automatically when a Revolving Fund asset is transferred between activities. The gaining organization will be responsible for assuming the balance of the account, regardless of whether it is a gain or a loss.

K. We modified the useful life help list for multipurpose assets to pull in the same database table as all other assets. The table is compliant with the DoD FMR Recovery Periods and Corps Unique Assets useful life table.

L. We modified the asset manger's utility screen 2.107 to allow asset managers to convert P2 non-asset work items to asset work items.

M. We modified CEFMS to allow asset managers to select multiple work items and fund accounts to transfer out Construction In-Process (CIP) without reimbursement.

N. The Prompt Pay Act Report provides a summary of interest penalties paid. We corrected this report so that it now agrees with the Prompt Pay Detail listing report. Before the change, the Prompt Pay Act Report did not reflect interest that was transferred from Military to Civil appropriations; however, this interest was reflected on the detail listing. Both reports now agree.

O. We provided the DoDIG with a listing of all of the EPA Superfund disbursing transactions for all USACE activities, as of 30 Sep 04. With this listing, DoDIG will obtain a sample of the transactions and then verify the transactions at selected activities. Our listing coincided with the c3011a reports in CEFMS.

P. We discovered that the process for report interest expense transactions was not correct in the Customer Order Detailed Cost Report. We fixed the reporting code and the report now agrees with customer billings.

Q. We deleted the Travelers Check Report in CEFMS since USACE no longer issues traveler's checks.

R. A CEFMS user reported that the cost transfer date was not populating on CEFMS screens when transactions were saved. We corrected this so that the transfer date now populates on the transfer screen.

S. We added a menu option to CEFMS for Database Administrator (DBA) related tasks. The "Input the DBA Jobs" screen provides a method for DBAs to easily monitor and restart jobs for their activity. DBA jobs are used for several functional areas and must be running to prevent interruption in services. Additional DBA functionality will be added to this menu option in the future.

T. We revised labor distribution reports to only consider labor charges associated with locally owned work items and not those associated with cross charge labor codes. Previously, labor distribution reports were inaccurate where the same work item code existed on two databases and cross charge labor was used.

U. The initial monthly execution of the cost share automated withdrawal program occurred on all CEFMS databases on 12 Apr 05. This was previously a manual process requiring USACE activities to withdraw the sponsor's share of cost for each individual cost share project. Approximately \$1.7B dollars were withdrawn (shown as earned) from cost sharing sponsor advance accounts and \$346M from work-in-kind (WIK) accounts. The withdrawals from sponsor advance accounts reduce the USACE liability accounts on the balance sheet for the Rivers and Harbors Contributed Funds Appropriation.

V. Linda Brooks presented a briefing on CEFMS via web-meeting software to the IT Symposium held in San Diego on 28 Apr 05. She was invited to speak by Mr. Berrios and asked to provide the IT community with an overview status of one of the major AIS systems of USACE. Many of the topics included the coordination of automation efforts with CECI and CEEIS, and future efforts involving automation changes to include Oracle version upgrades, conversion to CAC/PKI, DTS and GFEBs status and P2 interfaces.

W. On 28 Apr 05, Chenita Bennett and Jim Perkins, representing P2, met with Linda Brooks, Sandra Eckley and Tom Pennington at our Huntsville location to discuss outstanding P2/CEFMS issues. The meeting was very productive with several issues discussed and resolved. Ms. Bennett prepared a memorandum of record which our staff is currently reviewing for comment. A joint memo will be signed, issued and routed as appropriate that summarizes the meeting discussions and the groups' recommended course of action.

**II. PROBLEM REPORTS/IMBALANCES:**

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	804	805
Priority #1 Problems	79	80

Received 175 new problem reports and completed 176 problem reports.

B. Database Imbalances on our 62 Production Sites:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	58	58
One	0	0
Two	1	3
Three	1	0
Four	1	1
Five	1	0

**III. ACCOUNTING OPERATIONS:**

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON:	231
HUNTSVILLE:	24
USACE HQ:	1
DA Interns:	4
TOTAL:	260

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH Apr 01-26	YEAR TO DATE Oct 01-Apr 26
CHECK:		
CHECKS ISSUED	10,774	80,783
PERCENT OF TOTAL	11%	12%
DOLLAR AMOUNT	\$76,784,301	\$716,751,046

EFT:		
TRANSFERS MADE	48,122	336,456
PERCENT OF TOTAL	89%	88%
DOLLAR AMOUNT	\$1,377,186,158	\$10,440,305,063

\*percentages adjusted for utility checks which do not have to participate in EFT.

#### **IV. OTHER UFC ISSUES:**

A. On 28 April, our competitive sourcing project manager participated in a Strategic Sourcing Program Office IPR teleconference. Topics included an update on the contract funding issue for the IM/IT competition; the study approach for the Logistics competition; transition steps once the IM/IT competition has been decided; and the importance of maintaining inclusive communications among all organizational levels - HQUSACE, Regional Offices, and Districts.

B. Our Accounting Quality Division continues to participate in preparations for the updated Resource Management Planning and Response Team (RMPRT) course. We are specifically responsible for completing the portion of the course related to the FEMA billing and reimbursement process.

C. We are conducting our annual review of the UFC intranet. The purpose is to make updates to policies, procedures and forms which are posted and to ensure that links and navigation are working properly. The intranet serves as a valuable source of information for UFC employees and an important mechanism for communicating within the UFC.

D. The Most Efficient Organization (MEO) Team for the Finance Center's competitive sourcing study attended MEO training on 26-28 Apr 05. The training was conducted by representatives from E.L. Hamm and Associates, the contractor hired to assist in the preparation of the agency tender. The training covered preparation of the actual agency tender, the quality control plan, the agency cost estimate, and the phase-in plan. The contractor also provided an overview of Compare, the A-76 costing software. The MEO Team agreed on a tentative milestone chart and is currently working on "as is" organizational analysis pending the release of the draft Performance Work Statement (PWS).