

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 11 November 2005**

I. CEFMS:

A. We modified the credit card obligation change screen not only to allow users to change the credit card number on an obligation, but also to change the third party vendor and add receivers.

B. We completed the revolving fund reimbursable general ledger correlation changes for the labor/payroll module. We are testing and verifying the accuracy of the general ledger correlations and monitoring the CEFMS reports.

C. We researched error files for the Travel and Credit Card Disbursing Programs during the week of 31 Oct 05. The errors were related to USACE activities running out of Disbursing Officer Voucher (DOV) numbers. As a result, all processing had stopped. The DOV numbers were reset and the processing of vouchers could continue.

D. We are currently testing several issues related to Prompt Pay Interest. These include:

- Correcting the Process Contract Disbursing Program to process Prompt Pay Interest if the cost type is 'INS' (Insurance). This cost type had previously never been used to pay a vendor on a contractual document, where prompt pay interest was due.

- Researching why the UFC received several errors on disbursing programs related to funding from source appropriations 'S' and 'T'. The program was not finding a general ledger correlation match on these appropriation types.

- Evaluating changes required for the Revolving Fund Reimbursable Phase I (Fund Type A).

E. We assisted the New Orleans District in identifying differences between emergency time and attendance (T&A) that was entered in the Defense Civilian Personnel System and T&A entered in CEFMS for pay periods ending 03 and 17 September 05. The emergency T&A was entered due to Hurricane Katrina and a shortage of timekeepers able to report to work in New Orleans.

F. We provided four new options for the Manpower Module Civil Funded Category Report. Originally, this report could only be generated for an entire USACE activity (all org codes), summarized.

G. We revised the Operating Budget Module 'Budget versus Actual Direct Labor' report so that it runs more efficiently and in less time. Previously, this report often took several hours when it was run for accounting periods in the latter half of the fiscal year because of the number of records it had to view, evaluate, and tabulate. The processing time has now decreased significantly and users will be able to run this report during all periods of FY2006 with no long processing delays. This report helps quantify one of the reasons why overhead accounts may be outside the nominal balance range - when labor subject to overhead is substantially more or less than anticipated and budgeted.

H. We assisted the Facilities and Equipment Management (FEM) PDT in resolving a problem with the selection of appropriate work items within FEM. We determined that an edit within FEM was preventing the users from selecting desired work items. We also participated in ongoing discussions concerning FEM initiatives in FY06.

I. The Construction in Progress (CIP) transfer-in functionality within CEFMS required revisions in the new fiscal year due to new table structures released after 1 October. We changed the source code selection criteria to accommodate the table changes and we corrected the retrieval of fiscal station number (FSN) codes. We forwarded the required CEFMS software changes to correct the FSN updates to the applicable databases.

J. We are developing the new automated DD Form 1354 for CEFMS, as approved by the Configuration Control Board (CCB). We have developed the new form and we are currently writing and revising the source code to accommodate the new functionality within CEFMS. The automated DD Form 1354 will be released by the end of the first quarter FY06.

K. We identified required changes and initiated required source code changes for Phase I (FY06) Revolving Fund Reimbursable CFO general ledger correlations to be in compliance with U.S. Treasury General Ledger pro forma entries.

L. To better facilitate management of Construction in Progress (CIP) accounts, we made revisions to the Construction in Progress Status Report(cipstatr) and the Construction in Progress General Ledger/Cost Reconciliation Report (ciprecon). Asset managers have been provided with added options to run these reports for selected

work items and fund accounts. These added options will improve the reconciliation process.

M. In accordance with new requirements from Federal Real Property Council (FRPC), we have been directed to report roads in Lane Miles. As requested by the Real Estate Systems National Center (RESNC), we added this new unit of measure, Lane Miles, to the unit of measure table.

N. A USACE activity identified a problem with the generation of the email to report quarterly transfers of depreciation and increment to HQUSACE. The email was being generated before the transactions were committed. As a result, the email for that activity was sent to the Finance Center in Millington for September, but the transactions did not commit properly and the general ledgers were not updated in CEFMS. This functionality was corrected and the email is now being generated after the transactions have been committed and the general ledgers updated.

O. We participated in a conference call with Corps of Engineers Enterprise Infrastructure Services (CEEIS) to discuss and begin formulating a schedule for the mandatory upgrades of Oracle products and the Solaris operating system. These upgrades are required based on Army's Information Assurance Vulnerability Assessment (IAVA) program, and also by the Defense Information Systems Agency (DISA).

P. We responded to a message from the Real Estate Management Information System (REMIS) asking all of the CEFMS database administrators (DBAs) to create a link to be used in an interface with REMIS and P2. The request to build the links was in contradiction to our security model on database link creation. We emailed all CEFMS DBAs requesting the links not be constructed until the proper method to maintain security was provided. We coordinated with the REMIS workgroup and provided instructions on the proper way to create the database links.

Q. We worked with GSA on exercising the first option year of our support contracts for CEFMS programming.

II. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

| | <u>This Report</u> | <u>Last Report</u> |
|----------------------|--------------------|--------------------|
| Total Problems | 809 | 776 |
| Priority #1 Problems | 95 | 77 |

We received 218 new problem reports and completed 185 problem reports.

B. Database Imbalances on our 62 Production Activities:

| <u># of Imbalances</u> | <u>This Report</u> | <u>Last Report</u> |
|------------------------|--------------------|--------------------|
| None | 45 | 51 |
| One | 4 | 3 |
| Two | 9 | 4 |
| Three | 3 | 3 |
| Four | 1 | 0 |
| Five | 0 | 1 |
| Six | 0 | 0 |
| Seven | 0 | 0 |

III. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

| <u>LOCATION</u> | <u>ONBOARD</u> |
|-----------------|----------------|
| MILLINGTON: | 227 |
| HUNTSVILLE: | 24 |
| USACE HQ: | 1 |
| DA Interns: | 1 |
| TOTAL: | 253 |

B. DISBURSING WORKLOAD DATA

| PAYMENT | CURRENT MONTH | YEAR TO DATE |
|------------------|---------------|-----------------|
| | Nov 01-08 | Oct 01-Nov 08 |
| CHECKS: | | |
| CHECKS ISSUED | 3,551 | 13,199 |
| PERCENT OF TOTAL | 12% | 12% |
| DOLLAR AMOUNT | \$53,451,219 | \$193,586,227 |
| EFT: | | |
| TRANSFERS MADE | 20,906 | 65,935 |
| PERCENT OF TOTAL | 88% | 88% |
| DOLLAR AMOUNT | \$674,821,287 | \$2,148,922,044 |

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

IV. OTHER UFC ISSUES:

A. A Pre-Proposal Conference, which included a site visit, was held on 9 November 2005 for the Finance Center competitive sourcing study. Representatives from twelve companies and the Most Efficient Organization (MEO) team attended. The Finance Center Director provided an overview of the mission and functions of the Finance Center. Dr. James J. Rich, Contracting Officer, also provided attendees with an overview of the acquisition process for this competition. Ms. Pamela Kildow, PWS Team Lead presented an overview of the requirements contained in the Performance Work Statement. Following each presentation, attendees were given the opportunity to ask related questions.

B. The CFO/Civil Reports Division is working on monthly reports for October. Work is ongoing to modify CEEMIS edits for the new general ledger account correlations that were updated during the year-end close-out. New general ledger correlations, mainly for revolving fund, were released on 1 October 2005 as a result of CFO audits by the DoDIG.

C. The CFO and Eliminations Teams are creating statements and compiling elimination data, for October's business, to test the new general ledger correlations and correct various SQLs used in the elimination process. The only problem encountered so far, is the general ledger correlations for disposal costs. The findings have been reported to Financial Systems Division.

D. We responded to various questions and data requests from DFAS and the Office of the Secretary of Defense (OSD) Comptroller on the submission of the Department-wide CFO financial statements and footnotes.

E. We participated with DFAS Centers in a teleconference on accounting options for computing Allowance for Doubtful Accounts on accounts receivable. Once the work group has made its recommendation, OSD will determine the best option and update the DoD Financial Management Regulation to standardize the methodology of computing the allowance amount throughout DoD for CFO purposes.

F. The Intra-governmental Reconciliation with other Federal agencies revealed that other government agencies are reporting that USACE activities have issued them advances of funds on customer orders. Our CEFMS records show that a government order was issued with no advance. The other agencies appear to be pulling our funds through the IPAC system and recording them as unearned advances on their books. We will bring this to the attention of the OSD Comptroller

G. Members of the Cash Reports team developed new procedures for processing TBO/Intransits for the Gulf Region Division (GRD) database (PO) and for the USACE efforts in Iraq. These procedures will accelerate processing time and enable the Finance Center to provide improved customer service for our customers in Iraq. We are awaiting approval from GRD and the Project and Contracting Office (PCO) on a draft memorandum that we submitted.

H. The Travel Division is currently processing PCS vouchers received on 28 Oct 05. Safe Haven (Hurricane Katrina) authorization for New Orleans District (B2) will be terminated on 20 Nov 05. Any authorization beyond this date will require approval from the Commander on a case-by-case basis. The UFC has processed approximately 1035 Safe Haven vouchers for Hurricane Katrina. No termination date is established for Safe Haven (Hurricane Rita). The UFC has processed approximately 250 Safe Haven vouchers for Hurricane Rita.

I. On 27 October, we posted notification on our Inet of the online, tuition-free training opportunities available through the Army e-Learning Program covering subjects such as leadership, communication, personal development, and personal computer applications. Employees access this training through the AKO website and are granted up to two hours per week of duty time to work on courses. Employees and their supervisors will determine which courses to complete based on the job-related value of the respective courses. This training is an effective, economical source of training to aid employees in their individual development.

J. The Accounting Quality Division continues its involvement in the recovery efforts for recent hurricanes. On 27 October, we provided HQUSACE a listing of unpaid FEMA disaster bills as of that date totaling \$76 million. We have also held discussions with HQUSACE on issues such as IPAC of third party (other federal agency) billings to FEMA and retroactive pay for exempt employees performing non-exempt duties. We continue periodically to monitor various USACE activity CEFMS databases to ensure the proper loading and accounting for FEMA funding.

K. The Integrated Automated Travel System (IATS) system acceptance test (SAT) began on 31 October and ends 10 November. The SAT is conducted simultaneously at several sites and is designed to reveal any problems and immediately provide the fix. Since the USACE only has one database for IATS, the test is conducted in production mode. This is a collaborative effort between DFAS, the IATS contractor, and the UFC Travel Division, Information Management

Division, and the Directorate of Financial Systems Development and Maintenance. One of the improvements to IATS is faster response time for transactions. Upgrading the database operating system to Sybase 9 provided the faster response times. Problems that have been found either at the UFC or other test sites have been resolved.

L. The UFC Network Administrator attended the USACE Active Directory Technical Meeting 1-3 November. The meeting was held at the Microsoft Pacific Northwest District in Issaquah, Washington. The participants received training on two network tools, NetIQ Group Policy Guardian and Netpro Change Auditor. Corporate licenses for these tools have been purchased to administer the USACE network. Briefings were also given on the next versions of Windows and Office as well as Groove and Tomoye.