

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 20 JANUARY 2006**

I. CEFMS:

A. We modified the labor adjustment and correction form to eliminate an Integrated Command Accounting and Reporting (ICAR) problem for military appropriations which occurred when the pay period end date, instead of the work date, was sent to the validation routine. In this case, the work date was last fiscal year while the pay period end date was the current year.

B. We modified the cash award reversal screen to allow users to sort by charge code or by employee.

C. We are preparing estimates of cost and hours to complete enhancement problem reports that were approved by the CEFMS Configuration Control Board (CCB) that convened in December 2005. When all estimates are completed, we will submit the data to the Chairman of the CCB, Dean Hall.

D. We revised the Information Technology Investment Portfolio System (ITIPS) data for CEFMS to reflect the 10% reduction we received in FY06 Site License funding, the increase in FY06 and beyond PRIP charges, and to revise the FY07 through FY12 funding requirements. We also updated the description in the requirements section and estimated the security costs for FY07 and beyond. The ITIPS information is due to HQUSACE by 3 Feb 06 and is used in the Capital Planning and Investment Control Process and preparation of the OMB Civil Works submission.

E. We provided a new option in the Operating Budget Module to do a mass delete of monthly records in a particular budget year and number where the obligation and expense amounts are either both zero or both null. This allows users with the Super Operating Budget role to 'clean up' unapproved budgets where changes have been made, and it also provides for more efficient use of data base resources.

F. We revised the screen used to create Resource Codes so that users who only have authority to create local resource codes cannot change data on Standard Resource Codes. Previously, some users were changing the cost category of standard resource codes, in violation of the HQUSACE policy on Indirect Costing. This change prevents them from doing so. Further, we revised the screen so that users can successfully query more than one Resource Code record by entering a query parameter on the Resource Code or Parent Resource Code block

of the screen. Previously, such a query brought up only the first record matching the query parameters.

G. We provided the P2 team with the CEFMS technical document for the Civil Works funding restriction change, as requested. As we were preparing this document, we became aware of some issues which had not been discussed earlier. We included these issues in the document and advised the P2 team that we needed agreement and resolution of these issues before we could continue with this effort.

H. We developed an information paper showing the technical evaluation and cost proposal for the ongoing effort by the National Management Board to formulate consolidated Regional Business Center databases.

I. We have expanded the data extracted in support of open payables to include both civil and military payables, and to provide activity appropriation information for those payables we have outstanding with other government agencies. By including this data, the Finance Center is able to use this report table to prepare CFO eliminating entries for submission to DFAS within the required timeframe.

J. We continue to work on CEFMS changes required to process appropriation refunds. Our initial release of this enhancement failed to update the obligation properly, resulting in problems when deobligating the funds or making payment to the vendor. We expect to release the newly modified screens in the next few days.

K. We added completion_id_no to a user access request for the Automated Review Management System (ARMS). This column is populated when a request is first generated, and again when it is completed. The completion_id_no column was also added to screen 10.16.5. This will allow tracing of who actually created a request when the request was not generated by the user whose roles have been being modified.

L. For P2 projects with labor cross charge codes, we identified and corrected a problem with updates to the labor authorization line item obli_excess_commit_amt for labor cross charge codes. The problem occurred occasionally resulting in the labor authorization line item obli_excess_commit_amt not updating correctly.

M. We monitored the cost share automated withdrawal program for withdrawals made on 14 Jan 06. A total of \$128 million cash was withdrawn from sponsor advance accounts and \$6 million from sponsor work-in-kind (WIK) accounts. These withdrawals occurred for 992 sponsors. Additionally, the program closed out eight cost share

projects. We ran the cost share imbalance reports across all databases after the automated withdrawal program ran. There were no imbalances. We ensured emails were sent on 15 January advising responsible employees of the cost shares for which the cost share withdrawal program could not execute. Emails were sent on 287 cost share projects.

N. We implemented a cost share close out report which identifies why a cost share control record is not marked both physically and fiscally complete (i.e., closed). This report will assist USACE activities in closing out 1,124 cost share projects which are physically complete (i.e., all physical work is done) but not yet financially complete and should be closed.

O. We wrote scripts to adjust 36 converted cost share projects for which the cost share withdrawal program could not execute because actual cost exceeded the projected cost identified on the cost share control record. The scripts permitted the cost share withdrawal program to execute and withdraw the sponsor's share of cost from their advance account and will permit these cost shares to close out.

P. We are making a change to the work category table and similar work category tables. The column name, approp type code, will be replaced with approp class code to make it consistence with other tables in CEFMS.

Q. We are working with the DoD and Army Standard Procurement System (SPS) POCs for new changes to the CEFMS/SPS interface. This change, increment 3, will be implemented in FY07. Currently, we are sending test data to the Army for use in the testing of increment 3. CEFMS has not implemented increment 2, but the Processing Centers and HQUSACE are working towards the goal of implementing increment 2 this fiscal year.

R. We generated asset audit subsidiary files and spreadsheets for Construction-in-Progress, land, intangibles, buildings and structures, and equipment for the first quarter FY06, and verified that all general ledger balances were reconciled with subsidiary balances without any variances. We provided copy of the spreadsheets to HQUSACE (CERM-F).

S. We modified the 'Assign Work Item Responsible Employee' form to pull in open work items and allow the user to add or delete alternate responsible employees to individual work items or all work items at once. We added a button to allow users to view the alternates for a specific work item.

T. We made programming changes to display results of payroll transmissions on a form rather than in the 'View Host Results' screen. This resolves the problem where successful transmissions of the payroll file were not always populating the 'payroll_sent_date' field in the 'current_time_certification' table.

U. We researched problems with out-of-balance conditions between the ICAR report and the daily military transactions submitted to Defense Corporate Databases (DCD) for end of month December and the first week of January. The Gulf Region Division (P0) database is continually out-of-balance due to timing issues. We added trans_date to the unposted_trans_reg_view table to resolve these issues.

V. We have been researching a problem with the foreign currency interest paid report. First, we changed the dollar amounts from foreign currency to US dollars. When testing this change, we found that cost transfers were not updating the reports properly. Upon further review, we found there was no indicator in cost_transfer_trans_reg or cost_transfer_notif to separate foreign currency vs. US currency transfers. To correct this problem, we are combining the two reports and adding currency code as another field. In the near future, we will be adding fund_acct_no to these reports. Then, with the fund_acct_no and currency code, the user should be able to compare and readily see the transferred dollars.

W. We revised the labor module so that financially completed funding accounts will not appear on the pick list when creating labor purchase requests.

X. We tested and released a correction to the Void Contact Payment Screen. Users were getting an Oracle Error in the screen on certain payment records. Research showed that when using special characters in the remarks field, an error would be displayed. If no special characters were used, the record would process normally.

Y. One USACE activity reported a discrepancy on the Customer Order Detailed Cost Report, which is used to back up FEMA billing costs. We quickly identified the report error and resolved the problem. The report now fully backs up the FEMA bill with detailed costs which will result in a quicker payment time by FEMA.

II. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	699	748
Priority #1 Problems	67	78

We received 144 new problem reports and completed 193 problem reports.

B. Database Imbalances on our 62 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	54	53
One	3	3
Three	1	1
Four	2	2
Five	0	1
Eight	1	0
Twelve	0	1
Thirteen	1	0
Seventeen	0	1

III. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON:	228
HUNTSVILLE:	24
USACE HQ:	1
DA Interns:	1
TOTAL:	254

B. DISBURSING WORKLOAD DATA

<u>PAYMENT</u>	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>
	Jan 01-17	Oct 01-Jan 17

CHECKS:

CHECKS ISSUED	5,010	36,713
PERCENT OF TOTAL	9%	11%
DOLLAR AMOUNT	\$62,895,027	\$572,441,047

EFT:

TRANSFERS MADE	25,531	179,936
PERCENT OF TOTAL	91%	89%
DOLLAR AMOUNT	\$1,098,206,797	\$6,972,533,414

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

IV. OTHER UFC ISSUES:

A. The CFO/Civil Reports Division completed submission of the first quarter FY 2006 Civil Works Balance Sheet, Statement of Net Cost, Statement of Changes in Net Position, Statement of Budgetary Resources, Statement of Financing and accompanying footnotes. We met all reporting deadlines. The Statement of Budgetary Resources was completely reformatted this quarter based on changes to Office of Management and Budget Circular (OMB) A-136, Form and Content of the Performance and Accountability Report. The circular also changes the Balance Sheet and Statement of Changes in Net Position to reflect the separate reporting of earmarked funds.

B. Earmarked funds are financed by specifically identified revenues, required by statute to be used for designated activities, benefits or purposes, and remain available over time. Earmarked funds also have a requirement to account for and report on the receipt, use and retention of revenues and other financing sources that distinguish it from general revenues. We reported special, trust and contributed funds as earmarked on first quarter, FY 2006 financial statements and notes.

C. We continue to participate in daily teleconferences with OSD and DFAS regarding the financial statements and notes through 21 Jan 06, when the statements are submitted to the OMB.

D. We reconciled payable, receivable, revenue and expense data with other DoD entities that obtained a waiver for intra-governmental eliminations.

E. Federal Agencies Centralized Trial Balance System (FACTS II) first quarter, FY 2006 budgetary reporting and the Monthly Receivable Report are complete.

F. The UFC mailed 2,000+ IRS Form W2's on 11 Jan 06. The 17,918 IRS Form 1099s are printed and mailing should be completed by COB on 20 Jan 06.

G. The Travel Division is currently processing PCS vouchers received on 10 Jan 06.

H. A member of the DoD Inspector General staff visited the Finance Center the week of 9 Jan 06. The purpose of the audit was to investigate the contracts used in the distribution of ice to the victims of Hurricane Katrina. UFC was able to provide the payment information needed. No UFC recommendations resulted from the audit.

I. On 10 January, we completed the accountable property review for the first quarter of FY06. For the CMR, accountable property records remain at 100% of inventory scanned and no reports of survey issued during the quarter. The UFC has about 1,400 active records of accountable property totaling about \$1.7M in cost. The UFC revolving fund will receive a red rating for the first quarter CMR. This is a misleading condition, since the Revolving Fund Statement of Results from Operations does not reflect all expenses of our facility accounts, and HQUSACE (CERM) uses this statement to compute the acceptable nominal balance. The statement nets joint cost credits against expenses, thereby decreasing the base for computation of the acceptable nominal balance. If total actual expenses were used in computing the acceptable nominal balance, the Finance Center revolving fund would be within the tolerance for the first quarter. We have discussed this situation many times with CERM-F but have never resolved the problem.

J. Recently, we received inquiries from the High Performing Organization (HPO) team concerning office space for the initial establishment of the new logistics organization. The team's requirement is for about 5,000 square feet of office space. We have indicated that there is sufficient vacant space in our building to accommodate this requirement and provided a per square foot occupancy cost factor.

K. On 10 January, the UFC participated in a teleconference with participants from all USACE competitive sourcing initiatives. The Strategic Sourcing Program Office's "Competition and High-Performing Organization Performance Decision Action Guide" was reviewed and discussed. Required post-performance decision actions were addressed, and responsibilities were identified. Also, the UFC is in the process of finalizing the adjusted baseline costs associated with the Accounting Support Services competition. This effort will be completed prior to the performance decision date (28 February 2006).

L. The UFC has recently been working with the USACE budget office concerning the approval of second and third quarter FY06 CEFMS/CEEMIS AIS funding. ENG 3013s were provided to HQUSACE on 23

December 2005 for review and approval; however, as of the date of this writing, funding is not yet available. The UFC has contract and labor charges that cannot be properly recorded until the funding is made available through the government order process.

M. We provided an FY06 General Expense (GE) "spend plan" for the UFC's Executive Direction and Management (ED&M) funding to the USACE budget office on 12 January. This plan provided actual GE obligations and expenditures through the end of the first quarter FY06, and projected obligations and expenditures by month for the remainder of the fiscal year.

N. The Navy Facility Command (NAVFAC) Midwest will be the new Resource Management Division responsible for the billing of utilities to Naval Support Activity (NSA) tenants. Due to NAVFAC Midwest's revolving fund operation, all costs will include both product and service rates. This change will cause a utility cost increase for the Finance Center of about 54%, resulting in utilities of about \$335K in FY06.