

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 13 OCTOBER 2006**

I. CEFMS:

A. We finished another successful closing of all 60 USACE databases. We began on Saturday, 30 Sep 06 (with the exception of Topographic Engineering Center's database (U1) which we closed on September 19) and finished around 1300 on 1 Oct06.

B. Per HQUSACE policy dated 18 May 2006; we developed a process to establish a separate government contribution rate which will be applied to overtime hours worked. This process was released to all USACE activities for fiscal year 2007.

C. In preparation for fiscal year-end closing of USACE databases, we researched and analyzed labor and payroll data and answered questions for in-house labor and time and attendance. We worked with problem report points of contact in resolving problems for specific labor issues and submitted scripts for execution, when warranted.

D. A variety of problems delayed the disbursing operation on the first disbursing day of the new fiscal year. The automated processes were set to run at all USACE activities, except two. However, these processes did not run at any activities. UFC personnel started the processes from the menu at about 0530. Sometime about 0540, processing stopped on about seven USACE activities. It initially appeared that the report servers were down, but later it was determined that the side signer had stopped, and had to be restarted.

E. We completed testing and moved the Disbursing Officer's Check Signing Screen to production. These Changes were made for the Pre-Public Key Infrastructure (PKI) functionality. We also modified the Check Register Views to block users from viewing the invoice reference numbers which in some cases can contain privacy data.

F. We corrected the Process Miscellaneous Disbursement Program to correctly handle an electronic signature error that occurred on the second line item of a government order bill. The previous version had caused an endless program loop.

G. We assisted UFC Disbursing Division with the heavy processing load at the end of the fiscal year. This included researching IPAC processing problems, error log resolution, distributive updating problems and year end showstopper problems.

H. We made changes to the cost category of several standard resource codes to reflect changes in the Indirect Costing Policy, as directed by Change 4 to ER 37-1-30 (Financial Administration - Accounting and Reporting), dated 29 Sep 06. We also made changes to the CEFMS table which identifies appropriations which are exempt from the Indirect Costing Policy, so that CEFMS programs will comply with the revised regulation. The changes were released on 2 Oct 2006.

I. We modified the foreign currency process in payment certification and the currency purchase revaluation to allow the funds authorized amount to go negative for those funding accounts that follow 'OA'. The authorized funds for 'OA' funding accounts can become negative when obligated funds are not sufficient enough to disburse.

J. We modified the foreign currency payment process to allow payment certification to flow when there are uncertified payment-related purchase requests. This new process significantly reduced the coordination required between USACE activities.

K. We added the ability to provide employees, responsible for the work items, with interest payment information that occurs during disbursement. This new capability helps users to identify the status of funds and to effectively manage the funds.

L. We implemented programming changes to update funding general ledger accounts for civil trust funds by appropriation. We also revised funding general ledger correlation updates for normal civil appropriations. These changes were released to all USACE activities immediately after year-end closing.

M. We implemented remote civil disbursing authority general ledger updates for each requesting activity when civil appropriation expenditure authority (AEA) is approved by the Finance Center (UFC). Prior to this change, no general ledger updates were being made when the UFC approved AEA. We also changed the funding authority transaction screen to display these transactions. We made the remote link creation portion of this programming generic so it could be used by other CEFMS

applications. These changes were released to USACE activities after year-end closing.

N. We researched and made adjustments to the daily transactions submitted to the Corps of Engineers Enterprise Management Information System (CEEMIS) for the year-end closeout. Upon closing, the first step is to turn off all automated processing jobs. We had to ensure all transactions were entered from 30 September and reconcile these transactions to the Integrated Command Accounting Report (ICAR) report. As a result, all military databases were in balance at yearend.

O. We generated detailed asset universe data files and spreadsheets that reconcile general ledger amounts with subsidiary records for Construction in Progress (CIP), land, buildings and structures, equipment, intangibles, and leasehold improvements. The data files and spreadsheets were moved to an ftp site for retrieval by HQUSACE (CERM-F), DoD IG and PricewaterhouseCoopers (PwC) auditors.

P. We ran a program to set the plant increment waiver indicator to 'Y' on all Plant Replacement Improvement Program (PRIP) funded assets with book costs less than \$250,000 to cease increment charges against those assets in compliance with HQUSACE (CERM-F) policy effective 1 October 2006.

Q. We provided a universe of travel costs charged to asset work items in FY05 to HQUSACE (CERM-F) and PwC auditors.

R. We provided a detail of depreciation charges to PwC auditors to support a Vicksburg District 2nd Quarter FY06 depreciation transfer to the Finance Center.

S. Effective 1 Oct 06, per HQUSACE guidance, there can be multiple effective rates (which will be referred to as special labor rates) for DA Interns, local nationals, and reemployed annuitants. Currently, these special labor rates are annual leave special rate, other leave recovery rate, and government contribution rate. HQUSACE approval must be granted to any USACE activity prior to utilizing the special labor rates. Per HQUSACE guidance, updates will be made by the CEFMS Systems Office and the USACE activities will be notified via CEFMS releases, users' manual, and/or email.

II. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	747	746
Priority #1 Problems	106	103

We received 246 new problem reports and completed 245 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	48	52
One	6	3
Two	1	0
Three	3	2
Four	1	0
Six	0	1
Seven	0	1

III. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON:	213
HUNTSVILLE:	25
USACE HQ:	1
TOTAL:	239

B. DISBURSING WORKLOAD DATA

<u>PAYMENT</u>	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>
	Oct 01-10	Oct 01-10
CHECKS:		
CHECKS ISSUED	1,833	1,833
PERCENT OF TOTAL	7%	7%
DOLLAR AMOUNT	\$25,563,015	\$25,563,015
EFT:		
TRANSFERS MADE	14,587	14,587
PERCENT OF TOTAL	93%	93%
DOLLAR AMOUNT	\$491,026,521	\$491,026,521

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

IV. OTHER UFC ISSUES:

A. Year-end processing of military appropriation reports was smooth and report submission was timely. The Integrated Command Accounting Report (ICAR) and the Data Element Management Accounting Report (DELMAR) (Statement of Transactions/Statement of Accountability) for all military appropriations was submitted to DFAS free of any Command Expenditure Errors (CER) for the entire USACE.

B. The CFO team is working on compilation of year-end FY 2006 CFO financial statements and footnotes. We are currently on schedule to meet the reporting deadlines. Draft statements and notes are due 17 October and final on 20 October.

C. We participate in daily conference calls with DFAS-Arlington, the DFAS Centers, and OSD Comptroller's office on the status of the year-end CFO financial statement compilation and any outstanding issues. The daily calls are scheduled to continue until 3 Nov 06.

D. The Civil Reports team completed submission of monthly, quarterly and year-end reports for civil works appropriations and revolving fund.

E. As a waived OSD entity, we reconciled accounts payable to accounts receivable and revenue to expense between the civil works appropriations and the other Defense Agencies for the CFO intra-governmental eliminations process.

F. Personnel from DFAS, the UFC Financial Systems Directorate and the Integrated Automated Travel System (IATS) private contractor will conduct the systems acceptance test (SAT) for IATS release 607 at the UFC beginning 30 Oct - 9 Nov 06. USACE has only 3 system change requests in this release and a smooth release is anticipated. The release will also include a database upgrade, Windows IATS update and an uninstall/install of the new Defense Table of Official Distances (DTOD) 20.1 software.

G. The UFC Travel Division is currently working PCS vouchers received 3 Oct 06.

H. As we enter the new Fiscal Year (2007), the UFC Accounts Receivable Division has recommends that all USACE activities use the CEFMS Government Order/Customer Order (GO/CO) Dynamic Links for Corps-to-Corps transactions to the maximum extent possible. The GO/CO process is a mechanized process that ensures the requesting activities' government orders match the performing activities' customer orders in CEFMS. This perfect match allows the UFC to use an automated CEFMS process to collect and disburse funds for the activities. The use of the automated process reduces the possibility of errors and ensures that the collections and disbursements are posted timely to the activities' databases.

I. During the fourth quarter of FY06, we processed about 77,000 documents into our document imaging system and about 28,000 incoming packages and envelopes in our mailroom. We also logged 31,000 incoming checks into our checks received for deposit database. Our information management staff responded to 480 help desk requests covering all types of PC and user support, telephone problems, employee moves, and support for training and special events. Facilities management handled 90 help desk requests for facility trouble calls/maintenance and maintenance of CEFMS Esig cards/common access cards.

J. On 12 October, the Accounting Quality Division issued its report on the audit of PCS vouchers paid during the third quarter of FY06. The monetary error rate was seven percent. This error rate has been consistently low during the most recent two fiscal years audited.

K. For the fourth quarter CMR, the UFC will be in the green rating for the revolving fund overall nominal balance which was well within the one percent standard, and the accountable property records remain at 100% scanned and inventoried at the end of the fourth quarter.