

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 8 June 2007**

**I. UFC ISSUES:**

A. A new CEFMS function is being released for travel order de-obligations. This function allows for mass de-obligation of all temporary duty travel orders over 30 days old with final voucher status. The Finance Center has been performing a manual de-obligation function on these travel orders for those USACE activities that elected for us to do so. Some USACE activities preferred to de-obligate their own travel orders. Activities are being polled to determine which will continue to have the UFC perform this function. The automated function will greatly decrease the time and workload required by eliminating the manual review required to determine which travel orders should be de-obligated.

B. Representatives from OSD, DFAS Indianapolis, DFAS Cleveland, DFAS Denver, DFAS Kansas City, DFAS Columbus and the Corps of Engineers Finance Center met at the DFAS Columbus Conference Center to discuss the Treasury initiative to eliminate "F" suspense accounts, 3875 and 3885. The goal of the meeting was to brainstorm and identify alternatives to replace the use of the two accounts. Each center provided a briefing describing which accounts (by limitation) are being used and their purpose. Participants came to a consensus that the "F" accounts are still needed, but in some instances, other suspense accounts can be used, new appropriations can be established and internal DOD procedures can be changed to minimize the use of "F" accounts. The following requirements will be issued by Treasury for continued/discontinued use of the "F" accounts:

- July 31, 2008, FMS will discontinue use of "F" accounts 3875 and 3885 for those accounts not granted a waiver.
- August 1, 2008 - February 28, 2009, agencies may use the discontinued accounts to reclassify transactions recorded prior to August 1, 2008.
- February 28, 2009, all discontinued "F" accounts must have a zero balance.

- Continued use of the "F" accounts requires written waiver requests from each agency describing a justifiable business need for their use. Waiver requests must be submitted to OMB and FMS by January 31, 2008.
- If waivers are approved, balances maintained in the "F" accounts must be kept no longer than 60 days and certification will be required at fiscal yearend stating balances are within 60 days old.
- Detailed guidance will be issued for waiver requests and deadlines.

C. The UFC Director, Deputy Director of Finance and the UFC Disbursing Officer visited the UFC Systems Directorate in Huntsville on 7-8 Jun for a demonstration of the CEFMS release of the Treasury Offset Program (TOP). TOP is a centralized offset program, administered by the Financial Management Service's (FMS) Debt Management Services (DMS) of the US Treasury, to collect delinquent debts owed to Federal agencies and states in accordance with Federal laws and regulations. The new CEFMS release, scheduled for late June, will allow USACE to submit files of scheduled payments to the Treasury prior to issuing the payments. Treasury will compare the payment files submitted to their debtor database and advise the UFC of payments that should be withheld from USACE vendors due to debts owed to other agencies. UFC will issue the payment to the Treasury and they, in turn, will pass the funds on to the debtor agency for collection against the vendor's debt. The CEFMS release will be the first completely automated TOP process within the Department of Defense.

D. The Travel Division is processing PCS vouchers received on 23 May 07.

**II. ACCOUNTING OPERATIONS:**

**A. NUMBER AND LOCATION OF ONBOARD PERSONNEL**

LOCATION	ONBOARD
MILLINGTON:	211
HUNTSVILLE:	23
USACE HQ:	1
TOTAL:	235

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH	YEAR TO DATE
	01-05 Jun	01 Oct-05 Jun 07
CHECKS:		
CHECKS ISSUED	1,026	62,565
PERCENT OF TOTAL	5%	8%
DOLLAR AMOUNT	\$14,371,586	\$801,016,673
EFT:		
TRANSFERS MADE	11,207	433,745
PERCENT OF TOTAL	95%	92%
DOLLAR AMOUNT	\$322,168,863	\$16,100,061,068

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

**III. CEFMS:**

A. We have made CEFMS changes to address the creation of a final customer order bill/advice notice when the unbilled amount is less than (positive) \$100 and the funding accounts of the customer order have NOT been marked as financially complete. These bills may be created in screen 'Generate Billings/Advice Notice 7.1.3' by manually entering the customer order number or by selecting the customer order number from the F4 List 'Customer Order Work-In-Progress List Screen 7.1.2.'

B. In coordination with the UFC Millington CFO Reports Team, we have been analyzing, addressing questions and confirming required modifications for the FY 2007 fiscal year-end general ledger closing. Problem reports have been created for required modifications to the year-end general ledger closing correlations.

C. In support of Public Key Infrastructure (PKI) changes, we added functionality to query the new global employee\_id\_control table for existing Social Security numbers (SSNs) or similar employee name combinations when generating new employee identification numbers (which will now be sequentially generated). We also added a new screen in this area that will identify the potential duplicate to users, and allow them to choose the correct one. These changes will help assure that user identification records are unique across all CEFMS databases.

D. We transmitted our first Intra-Governmental Payment and Collection (IPAC) file to Treasury for the Treasury Offset Program (TOP) on 25 May 07. We still have no results from their edits.

E. We provided Division Resource Managers, Finance Officers and the HQUSACE Policy Office with a Cost Share Closeout Status Report identifying 62 cost share projects that were closed during May and 850 completed cost share projects which need to be closed. We requested management support for this effort to insure the 850 completed cost share projects are closed by 30 September to insure our year-end financial statements correctly report cost share revenue.

F. We corrected a problem on the CEFMS Electronic Funds Transfer Certification Screen. The user name on the input record was being changed to a generic user called 'CEFMS'. This prevented the edits from determining if the certifier was also the originator.

G. We changed automated email programs that send email based on employee titles such as Finance Officer and Financial Manager. to use the new Supervisory Accountant title instead. Supervisory Accountant has replaced the other employee titles as a result of NSPS implementation.

H. We added management structure to the 'Funding Account Physically Complete' and 'Funding Account Financially Complete' email to save project managers time in determining the project to which the funding account applies.

I. We added an edit for a valid P2 project manager email address in the labor purchase request screen. Prior to this change, an attempt to generate an email was made, but if the email address was invalid, an oracle error occurred on the purchase request.

J. We monitored the cost share automated withdrawal program. For May 2007, the program withdrew \$11 million from sponsor advance accounts and withdrew \$4.7 million from sponsor Work-In-Kind (WIK) accounts for 995 sponsors for 38 USACE activities. The Cost Share Automated Withdrawal Report provides this information by USACE activity.

**IV. PROBLEM REPORTS/IMBALANCES:**

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	678	715
Priority #1 Problems	92	114

We received 122 new problem reports and completed 159 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	54	56
One	4	3
Two	1	0