

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 26 OCTOBER 2007**

I. UFC ISSUES:

A. The Cash Reports Team reconciled the current month statement of differences for deposits. The reconciliation of current and prior months was provided to PricewaterhouseCoopers (PwC) auditors, along with supporting documentation for the amounts that comprise the total difference. The team also provided suspense account transaction detail reports for August and September 2007.

B. The Military Reports Team is responsible for transmitting daily transactions to DFAS for the military appropriations. In performing this function, we have identified differences in the DFAS Business Enterprise Information System as of year0end FY 2007. We researched appropriation by appropriation, district by district, and identified that some of the daily transactions in the DFAS data warehouse were duplicated for 30 September. We provided files to DFAS to correct their system.

C. The CFO Team is preparing the Standard Guidance Checklist that accompanies the year-end financial reporting. The checklist is significantly larger than in past quarters due to the incorporation of changes required by the latest OMB Circular, A-136, Financial Reporting Requirements.

D. We provided the following files to PwC related to the financial statement audit: draft financial statements, report maps, data import sheets for Defense Departmental Reporting System (DDRS), trust fund statements, trial balances from Bureau of Public Debt, Standard Financial Information Structure crosswalk, and a drilldown of the general ledger accounts that populate the individual lines of the financial statements.

E. Representatives from DFAS and the UFC Huntsville Systems Office visited the Finance Center Travel Division 22 Oct - 2 Nov to perform the Integrated Automated Travel System (IATS) Systems Acceptance Test (SAT) for the 6.09 update release. No major changes are being implemented that will impact USACE.

F. The UFC Travel Division is processing PCS vouchers received on 12 Oct 07.

G. The NSPS virtual center pay pool panel for first level supervisors was conducted at the Finance Center on 25-26 October. The Finance Center Director, Cynthia Blevins, served as the Pay Pool Manager. Other panel members were COL Kerry Kachejian from TAC, MAJ James Harris from the 249th, and Lee Autry from the Finance Center. The panel reviewed 38 performance appraisals and made final recommendations for ratings, number of shares, and distribution of payout between salary increases and bonuses for the employees within that pay pool. Ms. Blevins will participate as a panel member on the virtual center senior managers' pay pool panel at HQUSACE on 1-2 November. Mr. Autry will serve as a panel member on the non-supervisory virtual center pay pool panel at HECSA on 29-31 October.

II. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

LOCATION	ONBOARD
MILLINGTON:	207
HUNTSVILLE:	23
USACE HQ:	1
TOTAL:	231

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH	YEAR TO DATE
	01-23 Oct	01-Oct - 23 Oct 07
CHECKS:		
CHECKS ISSUED	4251	4251
PERCENT OF TOTAL	6%	6%
DOLLAR AMOUNT	\$88,747,361	\$88,747,361
EFT:		
TRANSFERS MADE	37022	37022
PERCENT OF TOTAL	94%	94%
DOLLAR AMOUNT	\$1,347,077,278	\$1,347,077,278

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

III. CEFMS:

A. We are actively testing the Treasury Offset Program Reversal Process within CEFMS. Testing has been hindered by the fact we cannot send any test files to Treasury because CEFMS is set to the production mode during the testing process. Consequently, we are required to manually build the file that is normally returned from Treasury.

B. We have corrected an audit finding from the FY 2006 audit. All long term agreement billing schedules will have to be electronically signed. If an agreement is active, it will remain active but will show up on the LTARECON report until certified. A new role is now required to sign these agreements called LTA_SCHED_AUTH. The same user cannot enter and certify a billing schedule. This is to meet the separation of duties requirement. Email will be sent on any new agreements to the users who have the role once a collection account is attached. The new agreements will not become active until certified.

C. We added the new collection voucher number generation process to the foreign currency purchases revaluation process. The new number generation process will search for unused collection voucher numbers within the collection voucher number sequence when the maximum number has been used. This addition was made in response to USACE activities using the entire collection voucher numbers assigned to the database.

D. We have completed testing on the new Transactions By Others (TBO) Invoice screen. The new format will allow processing for multiple lines of a contract on one invoice. The form will display the invoice created date and the name of the user who last modified the invoice, along with the obligation origination and the obligation type. Changes will be released to USACE activities at the next CEFMS release date.

E. We added an email notification to be sent to the CEFMS labor team if the acpers file (input to the Defense Civilian Personnel Data System interface) fails to load in its entirety. We added this feature after discovering a USACE Activity had encountered the problem for the last three months.

F. We scripted email addresses for all CEFMS databases that were not in the new USACE-wide format: firstname.mi.lastname@usace.army.mil in accordance with instructions received from the Information Management office. We also added a trigger to the CEFMS Employee Maintenance screens to prevent the incorrect format from being used.

G. We modified the edit on the purchase request line item that requires a ENG Form 3013, Work Order/Completion Report for asset work items created after 1 Oct 07 to ensure that the ENG Form 3013 has been approved and that the asset work order type corresponds with the asset work item classification. For example, an acquisition work item with work item classification = 1 must have a corresponding approved ENG Form 3013 with asset work order type = AC; an additions and betterment work item with work item classification = 2 must have a corresponding approved ENG Form 3013 with asset work order type = AB.

H. We modified the ENG Form 3013 functionality to recognize the retirement work orders that were created in CEFMS prior to 1 Oct 07. We updated USACE activity databases with a property id code and a transaction indicator on retirement work orders processed prior to 1 Oct 07. The two fields were added to the ENG Form 3013 database table for FY08 and were necessary to process the old retirement work orders in CEFMS.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	699	652
Priority #1 Problems	104	99

We received 215 new problem reports and completed 168 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	52	54
One	7	3
Three	0	1
Five	0	1