

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 28 MARCH 2008**

I. UFC ISSUES:

A. The CFO/Civil Reports Division is currently working on variance analysis of the civil works consolidated general ledgers. Variance analysis requires explanation (who, what, when, where, and why) of the major contributors of fluctuations +/- 10% between two accounting periods, such as February 2008 compared to February 2007. In some instances, feedback is required from the field activities to fully explain the variance.

B. The CFO/Civil Reports Division completed the monthly reports submission of the civil general ledgers. Finalizing the civil general ledgers had been delayed pending programming changes for the CEEMIS reconciliations.

C. The CFO/Civil Reports Division is currently reviewing the accuracy of PricewaterhouseCoopers (PwC) cycle memos for several key areas and providing comments and recommended changes. The review is expected to be completed later this week.

D. We participated in a week long functional validation testing of recent programming changes to the Defense Departmental Reporting System (DDRS). This system is used DoD wide for quarterly financial reporting. The testing covers trial balances, financial statements, footnotes, and multiple reconciliations.

E. We participated in a teleconference with HQUSACE (CERM-F) and the UFC Huntsville office regarding CEFMS programming changes for appropriation reimbursement collections. We are also coordinating with our Huntsville office on programming changes for the Cost Share Module in CEFMS.

F. We completed the monthly Revolving Fund (RF) Cash Reconciliations and forwarded to all USACE activities. There were ten activities with RF cash discrepancies. Cash discrepancies result in adjustments to the CFO financial statements.

G. We provided data for the Joint Review checklist in support of the Joint Reconciliation Program (JRP) Phase I Review conducted by Army. Three phases of the review are conducted throughout the fiscal year to ensure Army's goals are being met.

H. We are deploying an Executive Direction and Management (ED&M) Budget module in CEEMIS as a tool for the Senior Program Budget Advisory Committee (SPBAC) process. Phase One will allow the Regional Business Centers (RBC) to enter dollars by budget year, appropriation and element of resource (EOR) code, and then compare these amounts against authorized amounts entered by HQUSACE (CERM-B). The data will have edits and controls in place to ensure only valid data can be entered such as appropriation and object class. HQUSACE will have the capability of locking the budget figures so the USACE activities cannot change them without approval of HQUSACE. The execution and obligation data feeds automatically from CEFMS. The module will produce spreadsheets rolled up corporately or by RBC. A future phase will pull in CEFMS costs for budget versus actual cost comparisons.

I. On 11-13 Mar 08, we traveled to Savannah and trained fifteen Savannah District (CESAW) employees in basic and intermediate SQL. We received a certificate of appreciation from the CESAW Resource Management Officer. On 18-20 Mar 08, we provided basic and intermediate SQL training at the UFC for an additional nine employees from various USACE activities.

J. The UFC Disbursing Division has begun contacting employees who do not have Electronic Funds Transfer (EFT) information loaded in CEFMS for travel and SF1164 payment processing, and requesting that they provide a completed EFT form. Currently, there are over 2,800 employees without EFT data loaded. The DoD benchmark for travel payments is 99% and USACE is currently at 93%.

K. Two UFC employees will be representing the UFC and USACE at the DoD Intra-governmental Payment and Collection (IPAC) Conference in May. The conference will be held in Denver and will be attended by FMS, DoD and other Federal Trading Partners. Agenda items include FMS IPAC systems issues, Government Wide Accounting Modernization and OMB Business Rules.

L. The UFC Travel Division is currently processing PCS vouchers received 11 Mar 08.

II. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

LOCATION	ONBOARD
MILLINGTON:	212
HUNTSVILLE:	22
USACE HQ:	1
TOTAL:	235

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH	YEAR TO DATE
	01-25 Mar	01-Oct - 25 Mar 08
CHECKS:		
CHECKS ISSUED	5798	38416
PERCENT OF TOTAL	5%	6%
DOLLAR AMOUNT	\$68,580,124	\$514,840,087
EFT:		
TRANSFERS MADE	53566	315248
PERCENT OF TOTAL	95%	94%
DOLLAR AMOUNT	\$1,838,873,233	\$11,821,874,139

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

III. CEFMS:

A. The Civil Works Funds report (C3011A) and the Civil Status of Funds report (58D) have been modified so users can now run the reports by P2 project numbers.

B. We made changes to the AGED Accounts Payable (ageapay) Report. To assist USACE activities in reviewing past accounts payable for CFO purposes, the formula was changed to exclude negative and positive retainage which net to zero and include footnotes for retainage of foreign currency.

C. We developed and released a new CEFMS screen that combines assigning of PR&C origination, PR&C approval, and PR&C certification permissions into one screen. This screen can also be used to assign alternate responsible employees for a work item. Before this change, four screens were required to assign these permissions. This change makes it possible to assign authorities on one work item to multiple users without requiring the user to exit forms and enter new menu options.

D. We completed the Oracle Report to replace COBOL for Travel Voucher Print program. This print program is an improved product. We added edits to check for traveler signature on travel voucher. Settlement data for the specified voucher print on the vouchers has also been enhanced. In the past, settlement with both civil and military funding could not be printed without error. The problem of selecting and printing multiple vouchers has also been corrected. Users were advised to wait for pop-up message that print job has been sent and approve the preview of the print. Vouchers with multiple pages, numerous reimbursable expenses and multiple travel legs will print correctly in this process.

E. On 12 Mar 08, we participated in a conference call with the Government Wide Accounting (GWA) Working Group. Participants included all DFAS Sites, OSD, Business Transformation Agency (BTA), and FMS Treasury. Topics included an overview of GWA, Proposed Implementation Strategy of IPAC Reporting, and Required Systems Changes. A proposal was made by OSD to have USACE (Civil Works) participate as a pilot GWA Reporter.

F. We are continuing to test the PKI Disbursing Functionality on the PKI test databases. We have set up a test environment that has two PKI databases and one Non-PKI database. They will feed into the disbursing database that is also Non-PKI. This environment will best simulate the production start up environment. We are still having some problems with missing data and tables that have invalid signatures. Some data manager tables are not up to date and some tables are null. We also have to populate all of the tables that are unique to a disbursing site.

G. We researched, advised and corrected data to correct travel issues related to the February CPC25 crash. We advised USACE activities and Finance Center Travel Division personnel how to proceed with travel orders that were generated between the backup and the CPC25 crash. We also researched travel settlements coming back into CEFMS when the vouchers were either uncertified or non-existent due to the crash. We determined other vouchers were approved before the CPC25 crash and processed by UFC, but lost the voucher signatures after the backup. In these cases, we advised USACE activities to re-approve the vouchers we identified. Then we prepared programs to update status, indicating the voucher was already paid. Each travel order and/or voucher was researched and handled individually so this has been a time consuming effort.

H. We prepared programs to address imbalances caused when a Government Transportation Request (GTR) payment to Bank of America was voided due to missing data. The missing data was another CPC25 crash problem. Payment amount had been reduced by two GTR credits. We identified a problem in the Void Check program that prevented the USACE activity from reestablishing GTR pending credits. We corrected data for these credits and advised Void Check programmers of the coding problem. When Void Check code is converted from COBOL, code to correctly reverse GTR credits will be included.

I. In some instances, USACE activities travelers are failing to indicate that they cross the International Date Line (IDL), where appropriate, on overseas vouchers. We have prepared numerous populate to populate the IDL indicator and insert other required data. We advised USACE activities of this problem and ask that they indicate IDL crossing to eliminate this problem. We are researching the possibility of creating an edit that could determine IDL based on the to/from country location.

J. We released guidance to all USACE Activities regarding upcoming changes allowing entry of time and attendance (T&A) by employees. The changes will also include optional electronic signature of T&A by employees.

K. We have submitted our documents for general ledger correlation changes for civil contributed funds, 96X8862 to HQUSACE (CERM-F). Further discussion with the UFC CFO Team, CERM-F and PricewaterhouseCoopers (PwC) auditors is required before action is taken. We have also submitted our document detailing the general ledger updates for the proposed policy on Civil Works Appropriation Reimbursement to the UFC CFO Team to confirm that these updates will meet USACE financial reporting needs.

L. In reference to Treasury Bulletin No 2007-07 for discontinuance of the use of suspense account F 3875, we modified 'Adjustments of Payments to States Certified Collections Screen 2.96' to change suspense account from F 3875 to X 6501. We also created two new screens that may be updated only by users with the role 'DISB_OFFICER':

1. 'Convert Certified Collections from Approp 96F3875 to 96X6501 Screen 2.97'. This screen selects Revenue Generating Agreement (RGA), Long Term Agreement (LTA) and Miscellaneous

Debt Notice bills citing 96 F 3875, if there is a certified collection where the remit amt > 0 and the remit date > 30-Sep-2007. Certified collections in 96F3875 may be converted to 96X6501. The program processes updates to the bill subsidiary table, bill transactions, creates new collection voucher, remittance records and collection transactions to convert certified collected amount in 96F3875 to 96X6501. The record in RGA and LTA is converted from approp 96F3875 to 96X6501 to ensure any new bills created will cite 96X6501 versus 96F3875.

2. 'Convert Certified Collections From Approp 21F3875 to 21X6501 Screen 2.98' processes in the same manner as the above conversion screen, but is applicable to military bills and collections.

M. We made a change so that inactive employees cannot be selected when determining the email recipients on cross charge labor emails, even if the employee signed pertinent labor while previously in an active status.

N. We modified the Joint Review Process to pull in line items where the balance has not changed in 240 days.

O. We made a change to 'edit only' on employee name and charge code (not pay period end date) for negative cash awards. This was done to accommodate differing pay period end dates for the original award reported on the SF1166 and the negative award on a later SF1166.

P. We made a change so that an employee's pay plan in the employee history record will be considered when editing for the resource code on a labor purchase request for awards. Prior to this change, a problem occurred when a General Schedule (GS) employee converted to a National Security Personnel System (NSPS) position, but the award was for his service as a GS employee.

Q. We made a change to no longer allow transactions to be entered into the database prior to midnight but after backups have posted general ledger accounts for the current business day. Previously, CEFMS did not prevent users from committing transactions during this short period of time which caused report, general ledger, and audit universe imbalances.

R. We made a change to the CFO General Ledger Accounts with Abnormal Balances Report (cfoabgls). General ledger account 4620% will be excluded from this report for the revolving fund appropriation.

S. We modified the Customer Order Advance Account Screen for foreign funded accounts. The management structure cannot be changed for foreign funded accounts. In addition, appropriation remit data cannot be changed once the advance account has been created. The foreign funded advance account is linked to a budget rate once the account has been created. The information entered on the advance account updates the budget rate, and therefore, cannot be changed once the advance account is created. To update the foreign funded advance account, the foreign fund id must be removed from the record and then any change can be made.

T. We adjusted the print form DA9353 Contractual to allow for differences in foreign currency amounts. The form allows for two decimal places for Euros and only prints whole numbers for Korean Won and Japanese Yen. The print form picks up the currencies differently due to the different business practices for each currency form.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	697	707
Priority #1 Problems	92	84

We received 144 new problem reports and completed 154 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	57	57
One	2	1
Nineteen	0	1