

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 9 MAY 2008**

I. UFC ISSUES:

A. The CFO/Civil Reports Division completed the monthly Revolving Fund Cash Reconciliations for April and submitted them to each USACE activity. There were eight activities with discrepancies. We also reconciled all USACE leave transfers as well as all asset and Construction in Progress (CIP) transfers.

B. The CFO/Civil Reports Division submitted a report of waived entity challenges to the Office of Under Secretary of Defense (Comptroller). As a waived entity, USACE provides payable, expense and transfers-in figures to the other Department of Defense (DoD) agencies for them to record as receivables, revenue and transfers-out in their financial statement compilation. Any agency, waived or not, can challenge our data and we must supply the support for the data we provided. A quarterly reconciliation process also takes place between USACE Civil Works and other waived entities within DoD. Other waived entities are Defense Contract Audit Agency, Defense Commissary Agency, Defense Finance and Accounting Service, and Defense Threat Reduction Agency.

C. The CFO/Civil Reports Division submitted the 2nd Quarter, FY 2008, Intra-governmental Reconciliation and Material Differences Report based on data received from Department of the Treasury for intra-governmental activity. This report compares intra-governmental trading partner differences between Federal agencies in the categories of accounts receivable and payable, revenue and expense, and transfers.

D. The CFO/Civil Reports Division prepared and submitted additional variance analysis information to PricewaterhouseCoopers (PwC) auditors for the 1st Quarter, FY 2008 Civil Works financial statements. This included the Balance Sheet and the Statement of Budgetary Resources. The variance analysis was required for any lines on the financial statements with a change of +/- 10% and over \$14M. Variance analysis explanations require who, what, when, where, and why the change happened. As a result, more detailed information was requested from several districts.

E. We completed the 2nd quarter FY08 with zero Command Expenditure Report (CER) errors. CER errors occur when the Data Element Management Accounting Report (DELMAR) and Integrated Command Accounting Report (ICAR) do not match. Our goal is to complete each fiscal year with zero CER errors.

F. We submitted a newly required quarterly report to OSD Comptroller for aged suspense accounts. Included in this report were the aging schedules, 3-year trends, narratives and certifications for TI 96 and TI 21 F3875 and F3885 suspense accounts.

G. The UFC Travel Division is currently processing PCS vouchers received on 21 Apr 08.

H. We conducted SQL training for eleven employees from HQUSACE and HECSA on 22-24 Apr 08 in the GAO building.

II. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

LOCATION	ONBOARD
MILLINGTON:	210
HUNTSVILLE:	21
USACE HQ:	1
TOTAL:	232

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH 01-06 May	YEAR TO DATE 01-Oct - 06 May 08
CHECKS:		
CHECKS ISSUED	1435	47017
PERCENT OF TOTAL	4%	6%
DOLLAR AMOUNT	\$17,248,621	\$621,136,025
EFT:		
TRANSFERS MADE	17820	400009
PERCENT OF TOTAL	96%	94%
DOLLAR AMOUNT	\$919,304,068	\$15,485,615,172

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

III. CEFMS:

A. We have provided PwC auditors with reconciliation files, transaction registers and labor subsidiary files for April 2008. The reconciliations consist of the following USACE corporate data files:

- Reconciliation of the civil labor hour detail data to the civil labor transaction registers for expense general ledgers.

- Reconciliation of the civil and military labor hour detail data to the labor transaction registers to balance revolving fund revenue general ledgers.

B. We researched pre-CEFMS COEMIS records for Detroit District. We also scanned and provided land and structure reporting documentation to Detroit to meet PwC CFO audit requirements.

C. We generated a data file and Excel spreadsheet for the universe of all multipurpose assets and book cost, depreciation, and book value for period ending 31 Mar 08. This information will be generated quarterly for CFO purposes.

D. In conjunction with Public Key Infrastructure (PKI) changes, we added a warning message to the employee screens. This message will alert users that inactivating an employee record will also cause the employee's access control to be inactivated, and the employee's roles to be revoked on all databases where the employee had an active record. We also added the "Home FOA" field to employee screens, and developed a new procedure to determine if a change in name, SSN, or active status will affect just that user's database (when the Activity is not the Home FOA) or Corps-wide databases (when the Activity is the Home FOA).

E. We made changes to allow wage grade employees to charge travel comp time hours types in the timekeeper/employee time and attendance screens effective 27 Apr 08. We also changed the merge process so that the travel comp time hours types (CB/CF) will be converted to regular comp time hours (CE/CT) before the payroll file is transmitted to DCPS. These changes were necessary because DCPS will not actually be programmed to accept travel comp for wage grade employees until November 2008. The changes were made in CEFMS so that timekeepers will not have to manually record travel comp, and then make manual adjustments in November.

F. We completed testing of the PC based disbursing programs that will be deployed for the PKI functionality. These include the Treasury check printing program, the EFT file generation program, the EFT file generator for EURO payments, and the file generator for the IPAC bulk file. After these payments were processed, we then tested the voided checks and spoiled checks processes for both U.S. and EURO currencies.

G. We participated in the WinIATS Software Acceptance Test (SAT) at the Finance Center from 20 Apr - 2 May in support of the WinIATS 6.0.10 release. The SAT began with 63 system change requests (SCRs). We ended the SAT after closing over fifty problem test requests (PTRs). This release has major changes in how WinIATS treats special Voluntary Returns (VR) where travelers compute to/from TDY/PDS everyday. The change will reduce the number of vouchers to be manually adjusted and/or paid incorrectly. We also saw improvement in the PSC module of WinIATS.

H. We created the new general ledger account codes for the civil works appropriation reimbursement activity project. Upon completion, we found the General Ledger Chart of Accounts Report was not sorting properly. To correct this, we created a temporary table to load all of the data and then sort it in the proper sequence. We have also made all of the needed changes to the General Ledger Year-End Correlation Report.

I. We participated in two conferences calls to discuss the transfer of the travel credit card contract from Bank of America (BOA) to City Bank (CiTi). We are developing a transition plan for loading the new account numbers into CEFMS via a file from CiTi. We also plan to allow split disbursement to BOA and CiTi simultaneously. Implementing the new cards will include determining employee/traveler associated with new card number, locating the database for that employee/travel, adding a field to the travel credit card and credit card company tables, adding messages and edits to travel voucher, creating a new vendor for split disbursements and other code edits. We will continue to work with CiTi representatives and HQUSACE to have this process complete before the end of the BOA contract on 30 Nov 08.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	696	690
Priority #1 Problems	84	84

We received 162 new problem reports and completed 156 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	58	57
One	0	2
Three	1	0