

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 15 AUG 2008**

**I. UFC ISSUES:**

A. The CFO/Civil Reports Division completed two Financial Audit Manual checklists for PricewaterhouseCoopers (PwC) auditors. The checklists total 285 pages and contain approximately 800 questions, with multiple parts to each question. This is in addition to the Standard Guidance Checklist required by OSD (Comptroller) for 3rd Quarter, FY 2008. We worked with auditors to provide documentation and support for Funds Balance with Treasury, Investments, Budgetary and Financial Reporting areas of the FY2008 Civil Work Program audit. We provided the following files to PwC: draft financial statements, report maps, pre-close and post-close trial balances, 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.

B. The CFO/Civil Reports staff submitted the 3rd Quarter, FY 2008, Intragovernmental Reconciliation and Material Differences Report based on data received from Department of the Treasury for intragovernmental activity. This report compares intragovernmental trading partner differences between Federal agencies in the categories of accounts receivable and payable, revenue and expense, and transfers.

C. For July 2008, USACE met the DFAS monthly target goal for aged intransits and interfund transactions. The monthly target goal is to have no more than 5% of the prior month intransit balance remaining in the current month.

D. The Travel Division is processing PCS vouchers received on 22 Jul 08.

E. The Accounts Receivable/Debt Management Division is working with the supported activities to ensure customer orders are billed where the source funding is a canceling appropriation. There are 38 of these customer orders totaling \$1,104,777.

F. The CEEMIS Project Manager and Systems Accountants participated in a table-top test on the Continuity of Operations Plan (COOP) on the CEEMIS system. They also updated the MOA between ACE-IT and CEEMIS. This is an effort to obtain the Certificate of Networthiness (CON) that is necessary to continue using the CEEMIS system.

G. CEEMIS deployed a new interface that submits combined military budgetary and expenditure data to the Operational Data Storage (ODS) to DFAS on a daily basis. The budgetary data is then be provided to the Business Enterprise Information System (BEIS) and the expenditure data to the Defense Cash Accountability System (DCAS). This is designed to reduce the number of files the USACE is providing to DFAS and to ensure consistent reporting to the various DFAS systems.

H. The CEEMIS interface to the Defense Departmental Reporting System-Budgetary (DDRS-B) is scheduled to go live next month. We are currently submitting ICAR 112/218/pear data on a daily basis directly to DDRS-B. This process streamlines the process by replacing the data feed to DDRS-B coming from BEIS.

I. We developed and are completing testing, prior to production deployment, of an automated audit and reconciliation program for all charges made to Government credit cards. This program takes a download of all charges from the credit card company for each traveler's credit card into a secured environment and then performs an automated comparison/reconciliation of those charges against what CEFMS shows the traveler was actually reimbursed. The download into CEEMIS of the credit card data goes from May 2005 through July 2008. This automated program will assist in streamlining the travel audit process significantly. While the primary focus is airline charges, we are also pulling all charges for future expanded reconciliation and audit purposes. We will create a report that lists any discrepancies from the reconciliation program for the Travel Audit Division to assist in further analysis.

J. We developed and deployed in CEEMIS a CFO Elimination Trading Partner Summary Report. This report is a matrix type report that provides the CFO staff with summary figures between USACE and trading partner entities at the appropriation intra-governmental elimination levels. The seven civil works appropriation reporting level entity groupings for USACE are displayed across the top of the report, and the trading partners are listed down the report. Previously, this necessary identification and reporting process was accomplished through

running various SQL(s) and importing into Excel with the creation of multiple pivot tables used to combine and summarize. Deployment of this automation capability has significantly streamlined the process and reduced the labor hours involved in completing this task. Additionally, this new report capability allows CFO staff to input parameters of a particular USACE entity, trading partner, accounting period, and/or universe to easily provide a breakout of actual detail transactions that make up summary figures listed on the matrix sheet. This capability has been extremely helpful in answering inquiries from PwC, OSD and also entity challenges.

K. We worked with CFO staff to automate the trading partner detail files that are required to be posted to the DFAS e-portal. These files are used by our trading partners to compare USACE payables and expenses against their revenue and receivables so that required adjustments can be made and are supported.

L. The CEEMIS staff worked with CFO staff to develop and automate the process of creating the intra-governmental trading partner import sheet. DRS accepts figures from all the reporting agencies by means of import sheets. These files consist of all payable, expenses, receivables, and revenues either between USACE entities or between USACE entities and its trading partners. This automation reduces the requirement of the significant labor hours, both regular and over-time, previously required to perform this function.

M. We have developed the capability in CEEMIS to capture actual receipt information, through which we will be able to compare actual receipts to travel settlements pulled over from CEFMS. This will reduce the amount of manual audit processes and increase the number of audited vouchers.

N. We are setting up a CEEMIS screen so that reviewers will be able to see orders, vouchers, settlements, travel relegated disbursement information, and audit findings for all districts in one location from one screen.

O. The UFC General Attorney, EEO Officer and HR Liaison attended the 23<sup>rd</sup> Annual Federal Dispute Resolution Conference in Orlando on 3-7 Aug 08. This conference provided significant labor management training and updates in labor/employee relations law, as well as tools to identify and manage performance and conduct problems.

**II. ACCOUNTING OPERATIONS:**

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

LOCATION	ONBOARD
MILLINGTON:	223
HUNTSVILLE:	22
USACE HQ:	1
TOTAL:	246

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH	YEAR TO DATE
	01-12 Aug	01-Oct-12 Aug 08
CHECKS:		
CHECKS ISSUED	2358	66514
PERCENT OF TOTAL	4%	6%
DOLLAR AMOUNT	\$20,712,157	\$839,812,543
EFT:		
TRANSFERS MADE	29,383	595,087
PERCENT OF TOTAL	96%	94%
DOLLAR AMOUNT	\$914,035,417	\$22,978,163,455

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

**III. CEFMS:**

A. We provided labor reconciliations pertaining to July 2008 transactions for submission to PwC for audit purposes.

B. We revised the Customer Order Detail Cost Report so that interest costs for FEMA billings would now be reported. This was in response to revised HQUSACE policy dated 22 Jul 08.

C. We were given access to the Citibank Electronic Reporting System (CERS). This will enable us to upload payment files to the bank in a secure mode when testing travel payments for the upcoming credit card conversion.

D. We corrected the CEFMS Travel Advance Certification Screen so that users are not allowed to change a pay method from Treasury Check to Electronic Funds Transfer (EFT). Previously, the system was allowing the user to bypass the mandatory six day waiting period on new accounts which is required by the Federal Reserve Bank.

E. We created a new data manager table for the military branch service codes (10.152A), and we modified the existing military rank table (10.152) to include the new service branch codes. We also modified the military employee maintenance form (10.139) to indicate military employees' branch of service in addition to their rank.

F. We updated the CEFMS Transmitted Government Order Acceptance Screen to perform more efficiently. We improved the screen to provide better navigation for users and to prevent errors from multiple records being queried at once.

G. We provided the SF1166 Report with severance pay details for specific USACE Activities and fiscal years. This data was compiled in an Excel spreadsheet to be used to assist in the research and appropriate actions pertaining to the balance in General Ledger Account 2215.

H. We have run the IPAC Report on several production sites as a field test. The program appears to be selecting the correct data, but we had some variances. Some of these were traced to labor charges that came in on 1 Aug 08 prior to the time of the customer order billing. It appears the bills were run with the option to select only the prior month costs.

I. We added new general ledgers to the 3011a Report and 58d Report so that they would properly reflect upward and downward adjustments to prior year obligations.

**IV. PROBLEM REPORTS/IMBALANCES:**

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	695	701
Priority #1 Problems	88	88

We received 191 new problem reports and completed 197 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	59	55
One	0	1
Two	0	3