

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 5 DECEMBER 2008**

I. UFC ISSUES:

A. The Civil Reports team completed and submitted the October abnormal general ledger review and analysis for all USACE activities. The team is currently working on the reconciliations of the November civil and revolving fund report submissions from CEFMS to CEEMIS. Most Civil General Ledgers and Status of Work Allowances rejected due to the Continuing Resolution Authority.

B. The CFO elimination team reconciled the October transactions for accounts receivable, accounts payable, revenue, expenses, gains, and losses to the trial balances for all Civil Works appropriations. The team also reviewed the detail transactions and verified the trading partner information for validity and accuracy. The team is currently working on the November elimination data.

C. The CFO compilation team reconciled the beginning balances for Unexpended Appropriations, Cumulative Results of Operations, and Total Actual Resources - Collected between CEFMS and the Defense Departmental Reporting System (DDRS) for all Civil Works appropriations. Differences occur due to adjustments in DDRS to the financial statements. The reconciliation is prepared each year prior to submitting the 1st quarter financial statements.

D. Cash/Military Reports accountants will start monitoring daily Electra feedback for December 2008 reports. The ICAR's 218/112, Status of Approved Resources (CSCFA-218) and Status of Reimbursements (CSCFA-112), and the Schedule 9, Report on Receivables Due from Public, reports are currently being sent daily to DDRS-B for reporting to DFAS.

E. We have created a process to pull the new Appropriation Reimbursement Collection report from the 59 CEFMS databases into CEEMIS. The corporate report provides the dollar value of appropriation reimbursement collection activity, month and fiscal year-to-date, and reflects the total appropriation reimbursement collections by revenue AMSCO code at the program level. HQUSACE (CECW) will use the corporate report to determine what money should be returned to the MSCs.

F. The UFC is working with OSD, the Army Budget Office (ABO) and DFAS to process the acceptance and receipt of Iraq Security Force Fund (ISFF) funds donated from NATO on behalf of MNSTC-I. We have received \$2.9 mil to date.

G. ACE-IT refresh is continuing; modems and printers are in.

H. We have received a bill for \$172k from the IRS for non-compliance in reporting a tax liability for USACE employees with storage costs over 30 days paid by the USACE to the moving/storage companies on the employees' behalf. A copy of the bill has been sent to HQUSACE (CEIR).

I. We are preparing data to support the issuance of W-2s for travel related income. W-2s must be postmarked NLT 1 Feb 09.

J. We sent an email to USACE Resource Managers and F&A Officers requesting their assistance in reviewing the records of those vendors that should be issued an IRS Form 1099 but cannot be due to tax identification number issues. These issues should be resolved prior to 1 Jan 09 to ensure the UFC has sufficient time to generate, print and issue the 1099s before the 1 Feb 09 deadline.

K. The Travel Division is processing PCS vouchers received on 17 Nov 08.

L. There continues to be a large number of invoices the UFC is unable to pay due to a lack of receiving reports being input into CEFMS. The UFC is continuing to send out an automated report to each activity, advising them of the obligations and invoices that need receiving reports. On 1 Feb 08, we will begin to provide a summary report by FOA and age to HQUSACE.

M. There also continues to be a large number of invoices that cannot be entered into CEFMS due to a variety of other issues such as no obligation, wrong vendor record, incorrect Commercial and Government Entity (CAGE) code, etc. We are continuing to work with the activities to get these items corrected so payments can be made timely but it is a slow manual effort. Many of these problems could be reduced/prevented if the proper CAGE code was used when the funds were obligated.

II. ACCOUNTING OPERATIONS:

A. NUMBER AND LOCATION OF ONBOARD PERSONNEL

LOCATION	ONBOARD
MILLINGTON:	229
HUNTSVILLE:	23
USACE HQ:	1
TOTAL:	253

B. DISBURSING WORKLOAD DATA

PAYMENT	CURRENT MONTH	YEAR TO DATE
	01-03 Dec 08	01-Oct 08- 03 Dec 08
CHECKS:		
CHECKS ISSUED	1,185	12,133
PERCENT OF TOTAL	6%	5%
DOLLAR AMOUNT	\$16,885,551	\$176,648,527
EFT:		
TRANSFERS MADE	14,444	123,003
PERCENT OF TOTAL	94%	95%
DOLLAR AMOUNT	\$936,354,798	\$5,487,239,338

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

III. CEFMS:

A. We have completed uploading the CEFMS databases to reflect the new CITI Bank Traveler's Credit Card account numbers. We worked with CITI Bank over the past several months to accomplish this project. CITI allowed us to register in their electronic reporting system so we could securely access the data. They provided a file with Bank of America (BOA) account, new CITI Bank account, FOA code, employee name and social security number for every employee who had an active BOA account in EGALS (BOA system). We were able to upload the CITI file to CEFMS databases, sorting by FOA code and then matching on SSN and BOA account number. Where this data did not match, we created Reject Listings that have been distributed to the USACE activities for correction. Rejects were primarily where CITI Bank issued new cards for inactive employees or employees whose BOA account was inactive and where employees received new BOA cards without loading the new account numbers in CEFMS. We created resign files for records uploaded and monitored USACE activities to ensure all data were electronically signed. The modification will allow traveler to have two active credit cards, one BOA, one CITI

Bank. The code will determine by voucher dates which credit card bank should receive split disbursements. We created approximately 20,000 new Citibank credit card records.

B. We replaced the DISTCOST batch program, a nightly automated processing job that capitalizes additional construction-in-progress (CIP) costs to in-service capital assets, with database triggers on the cost_account_detail table that capitalizes in real-time additional CIP costs to in-service assets. All general ledger updates, cost account updates and asset subsidiary tables update in real time. The additional capitalized costs are stored in a new database table, R_DISTCOST, and a report generates nightly to display daily updates. The report can be manually generated for a specific period, such as 1 Dec 08 through 31 Dec 08.

C. We added a new parameter selection to the Vendor Payment History report (finvoice) to allow the report to run for prior year information. The report execution screen has a new radio button for prior fiscal year information and the user must enter the prior fiscal year. The new parameter can be used on the current year database to find prior fiscal year information.

D. We added a new warning message on the receipt voucher certification screen that will alert certifiers that an assignment institution exists on the contract. The new message will also display the payment method found on the assignment institution record. This new message was requested to provide additional information for payment processing.

E. We installed software and configured the EFT and Check Printing PCs in the UFC Disbursing Division the week of 17 Nov 08. This was done on the PCs that were re-imaged or refreshed by ACE-IT. All PCs were tested by generating actual EFT Files and printing Treasury checks.

F. We loaded the EFT banking information for the Citibank Vendor Records that will be used on the travel split disbursements. Citibank did not furnish us the account information until 28 Nov 08.

G. We are researching the IPAC reports that were run for the 1 Dec 08 Customer Order billings. Many sites had variances on the bills that may have been due to labor distributions running at the time the bills were generated.

H. We enabled PKI, Public Key Infrastructure, for all of CEFMS and enforced the requirement to login to CEFMS with user's Common Access Card (CAC). in determining who is authorized to sign data in CEFMS.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	620	662
Priority #1 Problems	87	84

We received 127 new problem reports and completed 169 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	56	58
One	3	1