

**USACE FINANCE CENTER  
BIWEEKLY REPORT  
PERIOD ENDING 8 Jun 2007**

III. CEFMS:

A. We have made CEFMS changes to address the creation of a final customer order bill/advice notice when the unbilled amount is less than (positive) \$100 and the funding accounts of the customer order have NOT been marked as financially complete. These bills may be created in screen 'Generate Billings/Advice Notice 7.1.3', by manually entering the customer order no or by selecting the customer order no from the F4 List 'Customer Order Work-In-Progress List Screen 7.1.2.'

B. Coordinating with the UFC Millington CFO Reports team, we have been analyzing, addressing questions and confirming required modifications for the FY 2007 fiscal year end general ledger closing. Problem reports have been created for required modifications to the year end general ledger closing correlations.

C. In support of Public Key Infrastructure (PKI) changes, we added functionality to query the new global employee\_id\_control table for existing social security numbers (SSNs) or similar employee name combinations when generating new employee identification numbers (which will now be sequentially generated). We also added a new screen in this area that will identify the potential duplicate to users, and allow them to choose the correct one. These changes will help assure that user identification records are unique across all CEFMS data bases.

D. We transmitted our first Intra-Governmental Payment and Collection (IPAC) File to Treasury for the Treasury Offset Program (TOP) on 25 May 2007. We still have no results from their edits.

E. We provided Division Resource Managers, Finance Officers and the HQ's Policy Office a Cost Share Close Out Status Report identifying 62 cost share projects were closed during May and 850 completed cost share projects which need to be closed. Requested management support for this effort to insure the 850 completed cost share projects are closed by 30 September to insure our year-end financial statements correctly report cost share revenue.

F. We corrected a problem on the Electronic Funds Transfer Certification Screen. The user name on the input record was being changed to a generic user called 'CEFMS'. This prevented the edits from determining if the certifier was also the originator.

G. We changed email programs that send email based on employee titles finance officer, financial manger etc. to use supervisory

accountant instead. Supervisory accountant has replaced the other employee titles.

H. We added management structure to the 'Funding Account Physically Complete' and 'Funding Account Financially Complete' email to save project managers time in determining the project to which the funding account applies.

I. We added an edit for a valid P2 project manager email address in the labor purchase request screen. Prior to this change, an attempt to generate an email was made, but if the email address was invalid, an oracle error occurred on the purchase request.

J. We completed work on the new automatic deobligation process for travel order obligations. This change will allow users with the TRAVEL\_ORDER\_DEOB role to access a new screen 7.38A Automatic Travel Order Deobligation. The screen will automatically query the data base for obligations meeting the criteria stated on the menu and display the number of obligations selected. Then the user has the option of processing the auto deobligation program or exiting the menu without action. There is also a view option at the bottom of the screen to view the documents processed. This view also listed the obligations selected for de-ob but did not process due to some error. This functionality will save man hours for the unliquidated obligation review and at year end. USACE activities have been advised of the process and asked to review the TRAVEL\_ORDER\_DEOB role. Activities will decide if they will process deobligations or grant the role to Finance Center users so they can do so.

K. We have had a number of problems this week related to Electronic Funds Transfer Payments. Several credit card payments to US Bank were coded as EFT, yet the payment address showed as US Bank, Integrity Dr, Millington TN. This address had no EFT data loaded. The program to generate the EFT File for Korean Won would not execute. We have made a program change and are testing it. Further, several payments were failing with electronic signature error when they were converted from EFT to Treasury Check.

L. We monitored the cost share automated withdrawal program. For May 2007, the program withdrew \$11 million from sponsor advance accounts and withdrew \$4.7 million from sponsor Work-In-Kind (WIK) accounts for 995 sponsors for 38 USACE activities. The Cost Share Automated Withdrawal Report provides this information by USACE activity.

M. We monitored the Cost Share Completion Summary Report. Production activities closed 62 cost share projects during May 2007. The total cost share projects which have been completed and need to be closed at 1 June 2007 was 850. USACE activities made progress in closing completed cost share projects during May. Continued management

attention is needed to get the 850 completed cost share projects closed.

N. We updated the Appropriation Expenditure Authority (AEA) Users Manual to cover general ledger updates which occur when the USACE Finance Center approves Field Operating Activity (FOA) expenditure authority estimates and revised year-end closing processes. We advised AEA users of the changes to the Manual.

O. We changed expiring customer order email to use the customer order expiration date in the customer order amendment table and wrote a script for all activities to sync the customer order expiration date in the customer order and customer order amend tables. These changes will insure year-end email messages regarding expiring customer funds are correct.

P. We added the customer order performing activity financial and technical points of contact to the email advising when a collection is confirmed for a customer order advance account to insure these funds are added to the customer order before month end.

Q. We added an edit to the customer order process to prevent use of customer Appropriation Department 96 (Army Corps of Engineers) on customer orders from non-Corps of Engineer's customers. We also added double-click functionality on the Requesting Activity to make it easy for users to view the information about the requesting activity. This edit was requested by the USACE Finance Center.

R. We added double click functionality to funding account number on the funding account create/update screen to go to the funding account financial summary. This functionality will make it easier for users to analyze the status of their funding accounts. This functionality was requested by North Western Division (NWD) during the cost share training.

S. We wrote two scripts for an activity to correct converted cost records and permit the close out of two cost share projects.

T. We wrote a script to adjust Appropriation Expenditure Authority Estimate amounts per request of the USACE Finance Center.

U. We are conducting a production site test of the new form for creating travel orders. Ft Worth District began using the form today and two other activities will have access to the form next week. This form is more concise, more user friendly and more like a web based screen. It allows user to 'click' boxes to answer questions and adds drop down boxes for other data. Extraneous data has been removed from the screen. The travel order is one form which includes itinerary, funding, cost and remarks. The old version has multiple

forms. If the testing goes well we will move this form to all USACE activities by the end of this month.

V. We completed our PKI changes for travel code.

W. The Time, Attendance, and Labor Report with Update Details (cetaldet) has been completed and can be accessed in CEFMS. This report combines data from and replaces the former Time & Attendance Report with Update Details (cetaldet) and Labor Cost Report with Update Details (labordet). This report is the same as the Time, Attendance, and Labor Report (cetal) with the following additional data: date the record was created, who created the record, date the record was updated and who updated the record.

X. The Time, Attendance, and Labor Report (cetal) was revised to add the supervisor code as a selection parameter when generating the report.

Y. We are testing the labor cost transfer module to eliminate the rounding and indirect rate not found problems.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	678	715
Priority #1 Problems	92	114

We received 122 new problem reports and completed 159 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	54	56
One	4	3
Two	1	0