

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 13 April 2007**

I. CEFMS:

A. We modified the receipt voucher program to edit the payment method on certain transactions. Payment method will default to a treasury check if a voucher is created for a vendor that does not have verified electronic funds transfer (EFT) information. Per Finance Center, payments were being made on EFT to accounts that had not been verified. Automated edit will check to find if EFT indicator is anything other than complete before allowing a payment to be made electronically.

B. We combined the coding for view forms found under the accounts payables menu option and STAT.1. Prior to change, the two view option types had different coding for forms that were exactly alike. Any updates to the coding and forms had to be done twice. The combination eliminates the need to maintain two separate forms.

C. We are continuing to test the Treasury Offset Program (TOP) System using a variety of vendor payments from test data bases. We are currently generating the test files on the RMF51 Server. From there, they are downloaded and sent to Treasury using a dedicated PC.

D. We have made a correction to the Treasury Offset Processing Screen (6.5.3) for a problem that was identified while submitting to Treasury an Extract File that did not match on any of their records. Screen 6.5.3 was displaying this as a failed submission.

E. We met with the Logistics Management Personnel at Huntsville Engineering Center (HNC) to discuss the disposal of our excess equipment. At their request, we have prepared DA Form 3161, Request for turn in of equipment. We expect to turn in approximately forty items of property.

F. We have made changes to the Process Contract Disbursement Program to capture the Treasury Accounting Symbol (TAS) Data that will be used in generating the Intra-Governmental Payment and Collection (IPAC) File for Treasury Offsets.

G. Treasury has submitted an Internal System Change Request for our files that are being returned to us with the same filename each time. We submit files to them with a cycle number to identify each run. When the file is returned to us the cycle number is truncated off. This will preclude us from overwriting the previous day's files that are returned from the Treasury Offset Program System.

I. We modified View Certified Travel Settlements to display the payee name properly for Invitational orders as requested by USACE activities.

J. We received the April travel rates file from Profit Soft, loaded it in WINIATS and created file for updating CEFMS. We copied deletes of destination rates from IATS update file to create and modify as a script to run against CEFMS rates table to delete 47 destination rates that are no longer valid. Updated travel destinations and destination rates were moved to production databases on 3 Apr 2007.

K. We determined that multiple records were created in Miscellaneous Disbursements when researching a problem where an advance did not disburse. Advance Certification screen automatically queries in uncertified advances to be approved. A user may approve an advance, then arrow down to the next advance. User can inadvertently certify the same advance more than once by using arrow up key. We added an edit that prevents a user from going back to an advance that has already been approved and re-approving it.

L. We modified Post-Settlement Travel Itinerary Create/Update to prevent the deletion of itinerary records. We also modified Post-Settlement Travel Order Create/Update so that the screen is cleared after an amendment is deleted.

M. We coordinated with the UFC with numerous phone calls, meetings, and emails relating to the capitalization of Logistics employees. We also notified all activity Customer Service Representatives (CSRs) the order in which they needed to proceed with executing their personnel interface, executing a script provided by the CEFMS office related to the Logistics transfer, and opening of new pay period ending 14-Apr-07. We monitored each USACE activity's progress for each step of this project, which required a lot of teamwork/coordination and a lot of hours.

N. We corrected an out of balance situation due to missing foreign currency fields that occurred upon deobligating the balance from the contract deobligation screen. We now ensure an update to all related foreign currency fields when deobligated. We further made sure to exclude all payables in calculation from deobligating as unliquidated obligation balance; i.e., whether or not these payables are approved. This correction should stop the out of balance situation and eliminate the number of payables left behind to be corrected via our scripts.

O. We modified the obligation status screen, STAT.1, to display Pre-CEFMS disbursed amounts as well as refund amounts to fund accounts on the additional line amounts screen. Previously, the obligation

would display the total disbursed amount on the summary page and only the CEFMS disbursed amount on the second page. This modification allowed users to view disbursements previously made in COEMIS.

P. We adjusted the query on the obligation status screen STAT.1 to display all applicable invoices/progress payments when viewing line item information on the second page.

Q. We completed the review/update of the Funding Users Manual. The updates to the manual were comprehensive. A release notice was sent to all CEFMS funding users advising that the revised manual was available.

R. We implemented an improved customer order acceptance view which can be emailed to non-Corps activities instead of having to be printed, faxed and/or mailed. The acceptance form (i.e., DD448-2) was reduced to one page. Additionally, the form now has lines outlining the data on the form and is easier to read. Also, the person accepting the customer order can now click on a new acceptance button to email the acceptance to Non-Corps activities from the customer order acceptance screen. Customer order acceptances can also be emailed from the customer order reports menu. All standard DOD/DA forms within CEFMS (e.g. Travel Requests, Travel Vouchers, Orders for Services, Purchase Requests and Commitments, Customer Order Acceptances, etc.) that contained lines and/or boxes were enhanced to restore the lines that outline the data on the form. We sent a release notice to all users with the co_accept role (customer order acceptance) advising of these changes and of the specific steps needed to email a customer order acceptance from either the customer order acceptance screen or the customer order reports menu.

S. We implemented changes to updates done when the management structure, civil CCS, and/or state code are updated on the funding authorization document civil program screen. All transaction registers and subsidiary records which cite the program being changed are now updated consistent with the program screen changes. If the program record is identified to a cost share, cost share transactions for the sharing appropriation are also updated. These updates include all funding, commitment, obligation, accounts payables, disbursements, billings, collections, advance accounts etc.

T. We monitored the cost share automated withdrawal program. For 31 March 2007, the program withdrew \$29 million from sponsor advance accounts and \$2 million from sponsor Work-In-Kind (WIK) accounts for 1,028 sponsors for 38 USACE activities. The Cost Share Automated Withdrawal Report provides this information by USACE activity.

U. We monitored the Cost Share Completion Summary Report. Production activities closed 27 cost share projects between 7 March 2007 and 31 March 2007. The total cost share projects which have been completed and need to be closed at 31 March 2007 was 953. USACE activities made progress in closing completed cost share projects during March. Management attention is needed to get the 953 completed cost share projects closed. An email is sent to cost share responsible employees each month advising which cost share projects need to be closed. The Cost Share Completion Summary Report provides the number of cost share projects which need to be closed by USACE activity. Additionally, the Cost Share Completion Detail Screen identifies the specific cost share projects which need to be closed on each USACE Activity's CEFMS database.

V. We developed a Division level Cost Share Close Out Status spreadsheet as of 23 March 2007 identifying cost share training dates, number of people trained, cost share projects to be closed when cost share training was completed and current number of cost share which need to be closed. We provided this information to Bill Holtzman for briefing at the Finance & Accounting Officer Workshop.

W. We provided a 31 March 2007 Cost Share Close Out Status Report to SPD, SAD, NAD, ORD, MVD, POD, NWD and SWD Resource Managers and Finance Officers identifying by Division the number of cost share projects which had be closed since completion of their cost share training. Closing these projects is important because it affects the revenue we report on our financial statements. To correctly report our revenues on our yearend financial statements, the completed cost share projects need to be closed. Six of eight of our Divisions received cost share training which emphasized the closing of these projects. One Division is scheduled for training the week of 30 April 2007 (NWD) and one Division (POD) was offered but did not request the cost share training. We requested management support for getting these completed cost share projects closed. The Status report will be provided each month to insure Division Resource Managers and Finance Officers are informed of the progress being made in closing completed cost share projects. The Status Report is also being provided to Bill Holtzman in the HQUSACE Finance and Accounting Policy Office.

X. We implemented a Cost Share Withdrawal Exception Report identifying by Field Operating Activity and cost share control number the reason the cost share automated withdrawal program could not execute for a cost share control number. The report is generated at the District, Division and Headquarters level and can be automatically emailed by updating Email Notification Screen 10.92 with email Notification Type 'CSAUTOWITHDRAWAL'. A release notice was sent to members of the cost share users group advising of the new exception report.

Y. We implemented an improved Cost Share Close Out Report (CSCOR) based on requests from the cost share training classes for MVD and SWD. We made Part III of the CSCOR Part I and renamed it the 'Cost Share Close Out Check List'. We also added 'All Variance Amounts = 0' to the check list and added a column named 'Screen Reference' to reference which screen a user should check for the identified close out step. Additionally, we moved Parts I and II of the CSCOR to Parts II and III. We also revised the 'double click' help for the fiscal complete indicator on Cost Share Control Screen 4.122 consistent with the improvements made to the CSCOR. A release notice was sent to members of the cost share users group advising of the improvements made to the CSCOR.

Z. We started analyzing the changes needed to implement a new civil supplemental funding identifier to be used to identify and track supplemental funding transfers, transfers from other civil appropriations and reimbursable transfers from other government activities. Changes will be required in civil funding, cost sharing and 3011a reporting.

AA. We changed the cost share automated withdrawal process (CSAWP) to execute on the last day of the month instead of the 14th based on the recommendation of the PwC auditors. We also changed the send date of following reports/emails from the 15th of the month to the 1st of the month to coincide with the new CSAWP withdrawal date. A release notice was sent to members of the cost share users group advising of these changes.

BB. We are currently working on the Enterprise Data Warehouse Proof of Concept for CEFMS reports. The 2006 end of year CEFMS databases were loaded to a Netezza platform located at the Central Processing Center. We are converting several CEFMS reports to Business Objects and comparing the output with the CEFMS generated reports to ensure the results are the same. We are converting district reports, corporate reports, and regional reports. The use of the new software has been a learning experience and many of the assumptions made at the beginning of the pilot have been adjusted. We will continue this effort for another week, report the results to CECI, and then begin Phase 2 of the pilot to load current year data for one region using the IBM Ascential ETL tool to load the data to Netezza. This part of the pilot is will be more in line with the ultimate architecture that will be used in production. It has already become obvious that the Data Warehouse development will be a very complex and time-consuming project.

CC. We completed and moved to production changes to the RMS interface which will make the period of performance dates mandatory on all uploaded pay estimates. This change was prompted by the results of the FY2006 audit, as there was difficulty providing adequate audit support for accruals on construction contracts and

linking the accruals to the subsequent payments made as progress payments. The progress payment form in CEFMS was also modified to require the period of performance dates when creating or updating the progress payments manually entered into the system.

DD. We modified the invoice and progress payments screens in CEFMS to display a message to the creator when discount terms are entered. Based on a request by the USACE Finance Center, the message displays the discount as a percentage to ensure the discount entered on the screen in decimal format, equates to the discount percent offered by the vendor on the invoice.

EE. We have been reviewing a problem report entered by an activity related to Prompt Pay Interest penalties. The report suggests messages and edits to be placed in the system as a means to prevent users from entering improper dates. This subject was also under discussion at the F&A conference held the week of 26 - 30 March 07. The activity and this office are currently in considering options and will make changes in the system as decisions are reached.

FF. We continue to work on a system change to allow the Accounts Receivable section of the Finance Center to clear years worth of rejected customer order billings that have been manually processed or cleared through collection actions. Since the deployment of the GOCO (Government Order Customer Order) automated transmission of the customer order billings between Corps activities, hundreds of bills have rejected for various reasons and, later the bills were manually recorded on the Requesting Activities database. Those rejected bills remain in a status that would allow them to be re-transmitted therefore need to be cleared from the transmission screens. We will be releasing this code change soon.

GG. We are initiating discussions with the RMS workgroup to modify the RMS interface to send quantity values when the contract line has been awarded as a quantity x unit price contract. Currently, the interface only allows amounts to be sent and users must manually create their progress payments in CEFMS if their contract has quantities.

HH. We changed RECUS.fmb to allow partial quantity receiving reports on Training PRAC converted to Credit Card PRAC. PRACLN.fmb was also changed to not allow partial quantities to be requested on PRACS with training resource codes.

II. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

<u>This Report</u>	<u>Last Report</u>
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Total Problems	746	728
Priority #1 Problems	99	100

We received 138 new problem reports and completed 120 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	56	56
One	2	1
Two	1	1
Three	0	1