

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 31 Aug 2007**

III. CEFMS:

A. In anticipation of HQUSACE policy update for accounts receivable doubtful accounts percentage changes, we tested the automated doubtful accounts program to ensure the process of inactivating old percentages and inserting new percentages processed correctly. We corrected the process to select data manager records based on inactive indicator.

B. We added a new column 'justification_txt' to all production transaction registers. A trigger was added to this column requiring population of the script name for all scripts run on USACE Activity databases. This addition to the transaction registers will assist when researching backup for auditors.

C. We have analyzed our general ledger correlations that update GLACS 6400% based on the below Treasury reference. We will be submitting new general ledger correlation changes to production for updates that are not labor specific after all databases have been opened for FY08.

Reference: Treasury Financial Manual U.S. Government Standard General Ledger Supplement S2-07-01 dated July 2007 defines the following program activities to be included in GLAC 6400:

- (1) Retirement
- (2) Life Insurance
- (3) Health Insurance
- (4) Voluntary Separation Incentive Payment (VSIP)
- (5) Federal Employee's Compensation Act (FECA)
- (6) Unemployment for Federal Employees
- (7) Social Security (old Age, survivors insurance, and disability insurance)
- (8) Medicare (Hospital Insurance, Part A)

Costs for benefits not specifically listed above are reported in GLAC 6100% 'Operating Expense/Program Costs'.

New general ledgers in place of updating GLACS 6400% for cost that is NOT labor specific:

6100.KO Permanent Change of Station - Personnel Benefits

6100.K1 Permanent Change of Station - Personnel Benefits - Intra District (ID)

6100.K2 Permanent Change of Station - Personnel Benefits - Other Corps (OC)

6100.K3 Permanent Change of Station - Personnel Benefits - Non Corps-Other DOD (NC)

6100.K4 Permanent Change of Station - Personnel Benefits - Government - Non-DOD (GN)

6100.K5 Permanent Change of Station - Personnel Benefits - Public - (PB)

6100.KA Permanent Change of Station - Personnel Benefits - OC/ID Eliminations

D. We researched a problem on 14 Aug 2007 where the Electronic Funds Transfer (EFT) File aborted at the Federal Reserve Bank. Research revealed that there were bad characters inserted into the file. These bad characters inserted by users entering data in the invoice reference number field on the invoice screens. The problem was duplicated on the test databases and a problem report was written to correct the forms that were involved.

E. We created temporary userids for three Price Waterhouse Coopers (PWC) Auditors that are at the Huntsville Systems Office this month.

F. We had five activities that had Statement of Accountability Problems due to the Treasury Offset Program (TOP). Check register records on the home databases were not being updated correctly when there was no payment to the vendor. A problem report was written and the five records were scripted with the correct data.

G. We modified the void contract screens to not allow processing if the payment was offset in the TOP Screen. This is a temporary situation until the TOP Reversal Screens can be programmed and tested.

H. We have started testing the P2 requested change to allow management of Revolving Fund projects in P2 and accounting of these projects in CEFMS with the same restrictions as appropriated funded projects. Use of P2 for revolving fund projects will be optional. We expect to release this change by the beginning of fiscal year 2008.

I. New standard resource codes pertaining to awards given to employees under the NSPS pay plans were added to CEFMS per request of HQUSACE. The resource codes are as follows:

NSPS-SPEC NSPS Payments of Special Act Awards not part of Basic Pay

NSPS-PERF NSPS Payments for Performance Awards not part of Basic Pay

NSPS-CASH NSPS Payments for Cash Awards that do not become a part of the Fed Employee's Basic Rate of Pay

NSPS-ORG NSPS Organization Award

NSPS-SUG NSPS Suggestion Award

These resource codes will be used for employees receiving awards under the NSPS pay plan.

J. We assisted several Activities that thought their payroll file had not successfully transmitted to the Defense Civilian Pay System (DCPS). The files were actually okay, but the payroll_sent_date was not populated due to a change in the size of the host_results table. We increased the size to correct the problem.

K. We are in the final stages of testing the process to prevent temporary out of balances that are occurring on several reports when cross charge labor is distributing after GLPOST has already processed at the requesting activity.

L. We participated in a conference call with HQUSACE on a mandate to use Wide Area Workflow.

M. We provided ACE/IT with a list of CEFC-S property that was originally funded with The Plant Replacement and Improvement Program (PRIP).

N. We made some cosmetic changes to the transfer function in the Employee Maintenance Screen. This was done to remind Customer Service Representatives (CSRs) that the transfer function is to be used only when an employee is temporarily deployed to another Corps Activity database, but will be returning to work at his home database.

O. We corrected the Current Labor Rates View Screen to display the correct income work item, and to allow queries for all pay periods, current and past.

P. We assisted USACE Finance Center and Headquarters personnel with travel orders issued to two hundred plus employees for the Summer Leadership Conference. Travelers were instructed to use reimbursement method of Actual Expense based on memorandum dated 26 Jun 2007 subject: Authorization of Actual Expense Allowance (AEA) for the USACE Summer Leaders Conference. This authorization was made due to some meals at the mandatory conference being priced well above the allowed per diem rate for the location. However, by authorizing actual expense on the travel orders, travelers were

allowed to charge actual expense for meals NOT required by the conference. However, when using actual expense as method of reimbursement, only meals listed with dollar amounts are paid, i.e., per diem was not computed for meals not listed. Since only those meals listed in the memo were approved for actual expense, the orders should have been issued for normal TDY and the specified meals listed on the voucher as exceptions. We determined that most vouchers would be either over paid or underpaid if processed as Actual Expense so we provided a script to change the method to TDY. There were thirty databases with travel orders for this conference. We also furnished the Finance Center with a list of the travel orders in question so they could monitor the settlements, ensuring proper payment.

Q. We modified Travel Settlement Certification to insert correct value in Miscellaneous_Disbursement_Type code. We also inserted Other Miscellaneous Remarks to read 'TRANSACTION REQUIRED TO MOVE ADVANCE PAYMENT TO CORRECT FUND ACCT LINE' as these records are identifiable. The new advance funding records that are created for the 'transferred' amount will now be electronically signed. We have written scripts to correct records that had been created with the incorrect type code.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	688	698
Priority #1 Problems	102	103

We received 168 new problem reports and completed 178 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	57	51
One	0	5
Two	2	1
Three	0	1
Four	0	1