
ARC Monthly Bulletin – August 2012

Valuable information for ARC's customers

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1. Oracle Release 12 Project Update

The Oracle Release 12 (R12) Migration Project is progressing through the deployment phase, which will continue through December 2012. Remaining customer agencies are being phased in at the beginning of each month. Agencies migrating September 1 include Denali Commission, Federal Maritime Commission, Federal Mine Safety and Health Review Commission, Treasury Inspector General for Tax Administration, Treasury Office of Inspector General and U.S. Railroad Retirement Board.

Customer agencies will use a new accounting flexfield (AFF) structure on all transactional documents entered in Oracle, PRISM, and systems that feed into Oracle, upon migration. The expanded structure conforms to Common Government-Wide Account Classification (CGAC) requirements and provides the increased flexibility requested by customer agencies to better support their diverse business practices. More information is available on the R12 website, https://arc.publicdebt.treas.gov/fs/oracle12/fsoracle_r12.htm. Customers need to evaluate all non-ARC systems (e.g., time and attendance, revenue/billing, etc.) they use or administer to determine what changes can or should be made to those systems to accommodate the new AFF structure. Feeder systems that we support have been updated to support this change.

R12 initiated multiple changes to Discoverer and PRISM. Agencies are strongly encouraged to take advantage of the R12 training opportunities offered during the month leading up to their migration.

If you have any questions on the Oracle R12 Project, contact us at R12Communication@bpd.treas.gov.

2. Mid-Ohio Valley AGA Receives Awards

Each year, the Association of Government Accountants (AGA) presents crystal awards to recognize AGA chapters that have done an outstanding job in promoting the Certified Government Financial Manager (CGFM) program to its members, other accountability professionals, and their community. Receipt of the award reflects that a chapter is willing to and has dedicated significant time and resources to further the recognition and integrity of the CGFM program.

The Mid-Ohio Valley (MOV) AGA has a belief in the value of the CGFM certification which led the chapter to bring the CGFM review courses to Parkersburg, WV. The chapter promoted the event; filled the review courses with 30 people who were eager and willing to learn, and now has nine individuals who have successfully passed all three CGFM exams and have obtained their certification. During the 2012 AGA Professional Development Conference, the MOV AGA was awarded "The Chapter CGFM Award."

The MOV AGA also received first place for their website, a top recruitment award for new memberships, and the top sponsor award went to Michelle Yanok (CGFM, MOV AGA Chapter President).

For more information on the annual conference or about the AGA, visit <http://www.agacgfm.org/homepage.aspx>.

3. Statement on Standards for Attestation Engagements (SSAE) Report

We received the SSAE 16 report from KPMG LLP that covers Financial Management Services, Procurement Processing and General Computer controls. The report indicated our controls were designed and operated effectively throughout the period of July 1, 2011 to June 30, 2012. The report is available at https://arc.publicdebt.treas.gov/quality_and_value.htm.

If you have any questions, contact Rusty Lee at 304-480-5360 or Rusty.Lee@bpd.treas.gov.

4. Emergency Preparedness

Recent emergency events (i.e. earthquake, pandemic, power outage) have demonstrated that our organization and our customers can be impacted by the same event. In preparation of another emergency and to ensure that we can better prioritize our work and provide necessary services to our customers, we would like to request that customer agencies inform us of a change in the status of their operations if they are in an emergency/Continuity of Operations (COOP) event. This can be done by emailing the ARC Communications Mailbox at ARCCommunicationsMailbox@bpd.treas.gov. If email is unavailable, contact the representatives listed below.

If you have any questions, contact Carrie Roe at 740-989-0000 or Carrie.Roe@bpd.treas.gov, or Amy Miller at 304-679-8352 or Amy.Miller@bpd.treas.gov.

5. HR Efficiency Review Initiative Update

Business Process Management (BPM) Application

HROD has purchased Appian's BPM application suite to promote business process optimization. This design and modeling tool is a holistic approach to obtain efficiencies while incorporating process flexibility and technology. Application training for business analysts, developers, and process mappers is currently underway.

Process Mapping

In Phase I, HROD functions completed over 80 "on-boarding" and "separation" process maps. Employees were asked to assess maps applying the waste concepts learned in the "Why Lean?" in-house training class. Assessments resulted in several process improvement suggestions, which are currently in route for approval and implementation. Planning for Phase II mapping is currently in development.

Pay and Leave Service Branch (PLSB) Efficiency Review

This month, each employee in PLSB was given an opportunity to provide feedback and suggestions on ways to improve workflows in their area. Findings and recommendations collected from individual interviews will be provided to management for future change consideration.

If you have any questions, contact Carla McHenry at 304-480-8228 or Carla.McHenry@bpd.treas.gov.

6. Year-end Memorandum

Our accounting services personnel recently distributed the 2012 year-end memorandum which identifies the relevant activities that our accounting staff and your agency will need to perform to ensure an efficient year-end close. Accounting personnel have also added the memorandum to your customer page (https://arc.publicdebt.treas.gov/customer_access_pages.htm) and you can access it by clicking on the "Accounting Information" link under "Accounting Services."

If you have any questions about the year-end memorandum notification process applicable to your agency, contact Annette Keller at 304-480-7295 or Annette.Keller@bpd.treas.gov.

7. The Passage of Fiscal Year 2012/2013 Procurement Cutoff Dates

The window for submitting new Fiscal Year 2012/2013 procurement actions to the Division of Procurement Services has officially closed. However, if your organization encounters a late breaking, unplanned requirement, contact your Procurement team leader as soon as possible. Although some procurements are not possible to complete beyond the cutoff date, your team leader will review your requirement to determine if execution is possible based on lead time, workload, and your willingness to alter year-end procurement priorities. The closer to year-end, the less likely you are able to receive positive results.

If you have any questions, contact your team leader.

8. GovTrip Training Scheduled for September

We are offering quarterly GovTrip refresher training to all customers at the Total Coordination Professionals (TCP) training facility located in downtown Washington, DC. The quarterly training will take place September 13, 2012, with two sessions available. The first session is scheduled for 8:30 a.m. – 11:30 a.m. and the second for 1:00 p.m. to 4:00 p.m. There is no additional charge to our customers for this training. Participants receive hands-on experience in preparing travel authorizations with reservations, creating travel vouchers from the authorizations, and creating local vouchers. Also covered are adjustments, amendments, and reviewing and approving documents. Primary agency travel contacts have received training details via email.

If you have any questions, contact Travel services at 304-480-8000 (option 1) or Travel@bpd.treas.gov.

9. New Customer for IT Public Key Infrastructure Services

Veteran Affairs (VA) recently signed an agreement with IT Services to host their Personal Identity Verification (PIV) Certificate Authority (CA). The CA will be used for the issuance and management of approximately 400,000 PIV credentials as well as 900,000 device and Secure Sockets Layer (SSL) certificates for a total of 1.3 million certificates. The agreement is similar to those that we have in place with the Social Security Administration, National Aeronautics and Space Administration, and Department of Homeland Security for Public Key Infrastructure (PKI) Services. By leveraging existing shared infrastructure components, the addition of the VA will result in decreased operational costs for the PKI customer community.

If you have any questions, contact Orlando Yaconis at 304-480-8698 or Orlando.Yaconis@bpd.treas.gov.

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