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## ARC Monthly Bulletin – September 2013

### *Valuable information for ARC's customers*

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### 1. 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, 2012 through June 30, 2013. The report is available at [https://arc.publicdebt.treas.gov/quality\\_and\\_value.htm](https://arc.publicdebt.treas.gov/quality_and_value.htm).

For additional information, contact Heather Lewis at 304-480-8280 or [Heather.Lewis@bpd.treas.gov](mailto:Heather.Lewis@bpd.treas.gov).

### 2. Financial Management Customer Process Improvement Teams

The Accounting Services Division (ASD) is implementing process improvement teams across our division to further standardize and improve our business processes. The business process areas include commercial invoice processing, grants, loans, accounts receivable, debt collection, general ledger, property, cash, financial statements, Discoverer reporting, project accounting, and intragovernmental activity. One of the goals and objectives of the new teams is to review similar processes and identify efficiencies through standardization. As a result, we may revise some of our processes and procedures that we are currently using to adopt new standard ones that will be used across our entire customer base. If a business process or procedure changes and affects your agency, we will notify your agency and help you prepare for the change.

For additional information, contact Debra Daniell at 304-480-7002 or [Debra.Daniell@bpd.treas.gov](mailto:Debra.Daniell@bpd.treas.gov).

### 3. Year End Memo

Throughout the month of September, accounting services personnel will prepare a year-end memorandum, which will identify the relevant activities that both our staff and your agency will need to

perform to ensure an efficient year-end close. The information contained in the memo will include documents to be provided and dates for which they will be due. The memorandum will be placed on your customer page ([https://arc.publicdebt.treas.gov/customer\\_access\\_pages.htm](https://arc.publicdebt.treas.gov/customer_access_pages.htm)) and be accessible by clicking on the "Accounting Information" link under "Accounting Services." An accounting manager will send an email to your office when the memorandum is available on your customer page.

For additional information, contact Janet Frazier at 304-480-7186 or [Janet.Frazier@bpd.treas.gov](mailto:Janet.Frazier@bpd.treas.gov).

#### **4. Retirement Cases Error Rate**

The Employee Benefits Branch (EBB) receives monthly data on the number of errors made in retirement cases reviewed by the Office of Personnel Management (OPM) for that month. Along with the data of the errors made for all retirement cases handled by EBB, data is received on the errors made government-wide in the retirement cases reviewed by OPM. We are proud to report that for the past 8 months the EBB average number of errors per cases reviewed has been 3.79% compared to the government-wide error rate of 8.41% for the same time period. Note that although OPM has been reporting this data since July of 2012, we have only received the data for all of their customers since December of 2012. Upon notification of an error, we, in turn, notify the customer of the error and the steps taken to prevent such errors in the future.

For additional information, contact Marti Johnson at 304-480-8396 or [Marti.Johnson@bpd.treas.gov](mailto:Marti.Johnson@bpd.treas.gov).

#### **5. PRISM Support Team Fiscal Year End Extended Coverage**

The PRISM Support Team will extend our hours to provide additional support during fiscal year end activities. We will be available via phone (304-480-8000 option 2) and email ([PrismSupport@bpd.treas.gov](mailto:PrismSupport@bpd.treas.gov)) during the following hours:

Monday-Friday (9/23-9/27): 7am-8pm  
Saturday-Sunday (9/28-9/29): 10am-6pm  
Monday (9/30): 7am-9pm

#### **6. Fiscal Service Transition Project for the Office of Financial Innovation and Transformation (OFIT)**

In August 2013, the project charter to begin the transition of OFIT personnel from the Treasury Departmental Office to the Fiscal Service was officially approved. Historically, OFIT was created on April 5, 2010 in order to create a partnership between the Office of Management and Budget (OMB) and the Fiscal Service. OFIT's primary function is to address the need for greater efficiency and transparency in the Federal financial management environment by seeking to identify and facilitate the acquisition or development of automated solutions to reduce duplicate work at individual Federal agencies. A decision was recently made that OFIT's function would be best aligned within the Fiscal Service organizational structure. Information Security Services (ISS) will be leading this organizational transition and working with many organizational areas throughout Fiscal Service and Treasury in order to accomplish a seamless and organized transition of OFIT staff. The effort is expected to be complete from an organizational structure standpoint in November 2013, with physical location moves from OFIT's National Press Center building to the Fiscal Service Liberty Center Building by the end of December 2013.

For additional information, contact Patrick Greer at 304-480-6926, or [Patrick.Greer@bpd.treas.gov](mailto:Patrick.Greer@bpd.treas.gov).

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