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**ARC Monthly Bulletin – October 2015**  
*Valuable information for ARC's customers*

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**1. Accounts Receivable Write-Off Business Process Change**

We are making a change to our accounts receivable write-off business process beginning FY2016. We will use the Invoice Status Codes in Oracle to identify where the Accounts Receivable (AR) Invoice is in the debt collection process. This change will provide information in Oracle that is required for the TROR reporting. The Invoice Status Code will identify if the AR Invoice is at the Agency, Cross Servicing at Debt Management Service (DMS), written off (Currently Not Collectible (CNC)), written off (closed out), etc.

Our current process requires manual tracking and leaves the written-off receivable on the Aged Receivables Report while the transaction is written-off with a journal entry. The new process will allow us to write the AR Invoice off in the AR module but still keep track of the AR Invoice. This is an improvement to the appearance in Oracle Federal Financials and the reports that are produced from Discoverer.

For additional information, contact either Sara Taylor at 304-480-7007 or [Sara.Taylor@Fiscal.Treasury.Gov](mailto:Sara.Taylor@Fiscal.Treasury.Gov) or Kimberley Krupinski at 304-480-6278 or [Kimberley.Krupinski@Fiscal.Treasury.Gov](mailto:Kimberley.Krupinski@Fiscal.Treasury.Gov).

**2. Discoverer Tip of the Month**

The ARC Reports Team would like to share our Discoverer Tip of the month. Did you know you can "UNDO" your last change with this simple trick? One of the most useful Discoverer short cuts is "Control Z." You can undo the last (and only the last) change that you've made to a report by holding down the CTRL key and typing 'Z'.

We hope you get good use out of this tip, and feel free to email us at [ARCReports@Fiscal.Treasury.Gov](mailto:ARCReports@Fiscal.Treasury.Gov) any tips and tricks you've learned along the way. You never know, we could use your tip next month.

**3. Financial Management Services to the Department of Housing and Urban Development**

We are now providing financial management service to the Department of Housing and Urban Development (HUD). While this is certainly a major undertaking and a significant event for financial management shared services in the Federal Government, we feel confident that with our reorganization into a functional structure we will be able to service HUD with no impact on our service level for our existing customer base. We have created a customer care team for HUD just as we have for all our other customers so no change in primary customer contacts is anticipated.

For additional information, contact Matt Bumgarner at 304-480-7050 or [Matthew.Bumgarner@Fiscal.Treasury.Gov](mailto:Matthew.Bumgarner@Fiscal.Treasury.Gov).

#### **4. FY 2016 BOC Listing**

The 2015 OMB Circular A-11 has been released, and ARC's Budget group has made the appropriate updates for the 2016 Budget Object Class (BOC) listing. The FY16 BOC listing has now been published on the customer web pages.

For additional information, contact Bethany Myer at 304-480-5369, or email the Budget group at [BudgetARC@Bpd.Treas.Gov](mailto:BudgetARC@Bpd.Treas.Gov).

#### **5. TSP contribution Limit Reminder**

Employees covered by the Federal Employees Retirement System (FERS) who reach the Thrift Savings Plan (TSP) annual contribution limit before the end of the tax year will miss out on agency matching contributions. The contribution limit for the 2015 tax year is \$18,000.

TSP contributions—including agency matching contributions—for FERS-covered employees will stop when the annual limit is reached. To maximize receipt of agency contributions, FERS employees should continue investing at least five percent of salary—the amount that produces the maximum agency contribution—during every pay period of the tax year. (Employees covered by the Civil Service Retirement System receive no agency contributions to TSP and are not affected by this issue).

The TSP "[How Much Can I Contribute](#)" calculator can assist employees in calculating the remaining TSP biweekly contributions needed to maximize agency contributions. Employees can also read more about the TSP annual contribution limit at [tsp.gov/PDF/formspubs/oc91-13.pdf](http://tsp.gov/PDF/formspubs/oc91-13.pdf).

Employees can access the Employee Personal Page (<https://www.nfc.usda.gov/epps>) to make TSP contribution changes. For additional information about the TSP, contact the Benefits Service Center at 304-480-8275 or [Benefits@Fiscal.Treasury.Gov](mailto:Benefits@Fiscal.Treasury.Gov).

#### **6. 2015 Federal Benefits Open Season**

The 2015 Federal Benefits Open Season is November 9 through December 14, 2015. The annual open season allows eligible federal employees to elect or make changes to Federal Employees Health Benefits (FEHB) coverage, Federal Employees Dental and Vision Insurance Program (FEDVIP) coverage, and Flexible Spending Account (FSA) contributions. This is the first open season in which employees will have the option to enroll in Self Plus One coverage under the FEHB Program. The 2016 brochures, plan comparison tools, and other open season resource materials will be available on the Office of Personnel Management's website ([www.opm.gov/insure](http://www.opm.gov/insure)).

For additional information, contact the Benefits Service Center at 304-480-8275 or [Benefits@Fiscal.Treasury.Gov](mailto:Benefits@Fiscal.Treasury.Gov).

## **7. Fiscal Year 2016 Interagency Agreements**

We would like to extend our appreciation to all of our customers for a productive and successful 2015. We thank those customers who worked with us to review and sign their FY 16 interagency agreements prior to October 1. We are actively working with customers to ensure that outstanding agreements are signed. Please reach out to your customer service representative if you have any questions about your agreement. We look forward to another successful year.

For additional information, contact Michael Satterfield at 304-480-5527 or [Michael.Satterfield@Fiscal.Treasury.Gov](mailto:Michael.Satterfield@Fiscal.Treasury.Gov).

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