ARC MONTHLY BULLETIN APRIL 2021
Valuable Information for ARC's customers

HEADLINES

General:
1.   Annual Test of Notification System

Human Resources:
2.   Management Announcements

Financial Management:
3.   G-Invoicing ARC Agency Implementation Team News

FULL STORIES

1.   Annual Test of Notification System

Tentatively on April 10-16, 2021, we will conduct a test of our communication system. The system is intended to be used in an emergency event to initiate an automated phone notification informing our customers that we have activated our Business Continuity or Pandemic Plan, and that we will provide additional information regarding the event when possible. Designated points of contact at customer agencies should expect to receive an automated phone call on Monday, April 12th.

For additional information, contact Michael Satterfield at 304-480-5527 or
Michael.Satterfield@fiscal.treasury.gov.

2.   Management Announcements

Tia Shackleford has been selected as the new Employee Benefits branch manager. Tia has served as a first line supervisor in Employee Benefits since December of 2018. Prior to that position she served as a Benefits Specialist and a Staffing and Classification Specialist in the Administrative Resource Center. Tia is also a Treasury Certified Strategic Partner. We are confident that this change will be seamless for our customers and Tia will provide high quality leadership for your Benefits servicing.

Justin Anderson has been selected as the new Classification and Support Branch Manager. Justin has served as the supervisor of the Employment Services Division's training and mentor team since August of 2019. Prior to serving in that role, he served as a Staffing Specialist in the Employment Services Division. Justin is also a veteran of the United States Marine Corps. He will continue to provide exceptional classification support to our customers.

3.   G-Invoicing ARC Agency Implementation Team News

With agency accounts finalized, ARC highly encourages agencies to contemplate early adoption of the system to ensure a smooth transition. While revisions are continuing to be submitted through Agency Implementation Plans to the government-wide team, it remains an ongoing focus for agencies to consider building their G-Invoicing portfolio. Though finished with onboarding, agencies should continue their efforts to build a database of General Terms and Conditions (GT&Cs) with available trading partners. Last Summer, FY21 ARC Service Agreements were shared with agencies – allowing them to participate in live-use of the system. This effort led to the successful participation of several agencies brokering their ARC Service Agreements in the system.

What's next? The mandatory G-Invoicing implementation date is October 2022. This date still allows for Enterprise Resource Planning Providers to develop and deploy G-Invoicing integration solutions. With ARC recently completing the onboarding phase of customer accounts and activity, our focus has moved to an operation and maintenance phase. This phase is designed around customer ownership of their conversion process, allowing ARC to take on more of a support role. During the operation and maintenance phase, ARC remains dedicated to its customers to prepare agencies for the crossover and has outlined items which agencies should consider.

   ARC's Support Activities

1. Complete administrative functions: user creation and organizational structure modification
2. Continue providing training webinars to current and potential users
3. Assist in submitting Implementation Plans and Attachment A updates for customers
4. Ready and willing to address customer questions and provide guidance

Ongoing Customer Responsibilities

1. Conduct internal meetings to identify users and their roles
2. Ensure every organizational structure is accurate, and each group has assigned users
3. Encourage users to participate in trainings
4. Communicate with trading partners to determine when to enter specific IAAs into the system

Plan and Process Revisions. As another round of Implementation Plans are submitted by agencies, ARC remains ready to assist customers with the acclimation process. ARC would like to remind customers of the newly revised forms available on the Customer Access Pages. Familiarity with these documents will help facilitate a smooth transition. As more information becomes available on financial system integration possibilities customers will be notified.

Championing G-Invoicing. Agencies are encouraged to become more familiar and comfortable with the G-Invoicing system as the deadline approaches. G-Invoicing's Quality Assessment (QA) instance provides a practice environment for agencies to try their hand at brokering agreements in the system. This affords agencies the opportunity to become acclimated with the ins and outs of the system without having to worry about potential mistakes. We continue to encourage agencies to take advantage of our webinar training opportunities which utilize the QA instance to mimic a live brokering of an agreement between both the requesting and servicing agencies. A single training session previously covered both the GT&C and the Order; however, these trainings have since been separated to allow a more thorough look at each agreement and to allow more time for discussion. Webinar dates can be accessed by reaching out to the ARCGINV@fiscal.treasury.gov mailbox!

Our advice: Stay informed and be prepared!

For more information on GINV, including TFM references and Frequently Asked Questions, please refer to the Fiscal Service GINV website (address below).

https://www.fiscal.treasury.gov/fsservices/gov/acctg/g_invoice/g_invoice_home.htm

For more specific information and questions about GINV, ARC's training times or ARC's implementation schedule email ARCGINV@fiscal.treasury.gov.