
ARC Monthly Bulletin – May 2011

Valuable information for ARC's customers

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1. Fiscal Year 2012 Customer Agreements

We are in the process of finalizing all Fiscal Year (FY) 2012 annual agreements. This year, we evaluated the possibility of providing a two-year agreement to all customers; however, our analysis has shown that year-to-year administrative service levels are changing significantly for many customers. Accordingly, we plan to provide an administrative service price schedule for FY 2013 that will represent the maximum price if service levels remain consistent. We are working towards distributing all agreements beginning this month and plan to have all agreements to our customers through the month of June.

For more information, contact Shaun Willison at 304-480-7286 or Shaun.Willison@bpd.treas.gov.

2. ARC Exhibit at the AGA and FMS Conferences

We will be involved in this year's AGA conference July 10, 2011 through July 12, 2011 and the FMS conference August 2, 2011 through August 3, 2011. Look for our booth and stop by to say hello or to ask about services and direction in financial management. We will also hope to provide information to potential customers that may be looking for service options.

For more information, contact Shaun Willison at 304-480-7286 or Shaun.Willison@bpd.treas.gov.

3. BPD's Telework Pilot Initiative

We recently initiated a Telework Pilot Project to establish and evaluate opportunities within our organization. Goals include documentation of key roles, responsibilities, policies, and requirements that include technical solutions. Pilot participants are expected to begin teleworking in June. Additional pilots will be initiated over the next few months. Through this process, we are planning to evaluate the benefits of a long term telework program to our organization.

For more information, contact Jason Johnson at 304-480-8723 or Jason.Johnson@bpd.treas.gov.

4. Proposed Award Guidance for 2011 and 2012 Performance Cycles

In consultation with the President's Management Council, the Office of Management and Budget (OMB) and the Office of Personnel Management (OPM) have developed draft guidance on award limitations for 2011 and 2012 performance cycles. The draft guidance directs agencies to reduce total spending on individual performance awards for members of the Senior Executive Service (SES) to no more than five percent of aggregate salaries during 2011 and 2012. Individual performance awards for non-SES employees are limited to no more than one percent of aggregate salaries during calendar year 2012, with significant progress toward that level in 2011.

The proposed budgetary limits apply to individual awards only (rating-based performance awards and individual special act awards). Other awards and incentives are frozen at 2010 spending levels, except for travel and foreign language awards.

ARC will provide specific award limitation information when the draft guidance is finalized. If you have questions about the proposed changes, contact Jennifer Baldwin at 304-480-8275 or benefits@bpd.treas.gov.

5. OPM Leave Guidance

The Office of Personnel Management (OPM) has updated existing sick leave, leave bank, and leave transfer program guidance documents to make them easier to understand. OPM has also added three new documents: *Definitions Related to Family Member and Immediate Family* clarifies who is a family member and an immediate relative for leave purposes; *Advanced Sick Leave* outlines the limitations on the number of hours that an employee can be advanced, based on the circumstances; and *Leave for Funerals and Bereavement* provides guidance related to funeral leave for family members and immediate relatives. All of the fact sheets can be found on OPM's leave fact sheet index at <http://www.opm.gov/oca/leave/HTML/factindx.asp>.

For more information on these or any other leave related issues, contact ARC's Pay and Leave Services Branch at 304-480-8400 or payroll@bpd.treas.gov.

6. Treasury's Fiscal Service IT Initiative Activities

Significant milestones have been met recently in the continuing Fiscal IT initiative to improve efficiency and effectiveness of our IT infrastructure. The disaster recovery infrastructure which supports recovery capabilities for a number of customer applications including PKI, was successfully moved in April from BPD's CAPS data center to FMS' Kansas City data center. This sets the stage for closure of the CAPS data center later this fiscal year.

For more information about the Fiscal IT consolidation, contact Carlos Usera at 304-480-7823 or Carlos.Usera@bpd.treas.gov.

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