
ARC Monthly Bulletin – July 2012

Valuable information for ARC's customers

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1. Oracle Release 12 Project Update

The Oracle Release 12 (R12) Migration Project successfully transitioned into the deployment stage with the migration of 6 customer agencies on July 1, 2012. Deployment will continue through December 2012 with remaining customer agencies being phased in at the beginning of each month. Agencies migrating August 1 include Armed Forces Retirement Home, Bureau of the Public Debt, Treasury Franchise Fund, Occupational Safety and Health Review Commission and U.S. Department of Housing and Urban Development-Office of Inspector General.

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.fiscal.treasury.gov/app-support/oracle-r12/oracle-r12-quick-reference/. 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 supported by ARC 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.

For additional information, contact us at R12Communication@bpd.treas.gov.

2. Fiscal Year 2013 Agreement Lifecycle

Annual Interagency Agreements were sent out to our customers in April, 2012, with a target date of June 15 for completion. We appreciate the cooperation of those customers who worked with us to review and sign their agreements by the required due date. We are actively working with customers to ensure that all information and questions have been resolved so that the remaining agreements may be signed. We encourage all customers to reach out to their customer service representative to resolve any open issues.

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

3. Annual Customer Satisfaction Survey

The Annual Customer Satisfaction Survey provides important feedback that is influential to management decisions and the services you receive. If you are invited by email to participate in the 2012 survey, we encourage you to take the time and share your thoughts. A notice will be sent via the ARC Communications Mailbox before the survey link is provided. Thank you in advance for your input.

For additional information, contact Natasha Kirby at 304-480-8466 or Natasha.Kirby@bpd.treas.gov.

4. IPAC Reporter

Beginning with FY 2013 agreements, the Treasury Account Symbol (TAS) and Business Event Type Code (BETC) will need to be provided on the IPAC (Intra-governmental Payments and Collections) forms so that sender and receiver transactions properly reflect the providing and receiving entity's TAS and BETC. The modernization from GWA (Government Wide Accounting) to the Central Accounting Reporting System (CARS) requires that every IPAC reported transaction contain a valid TAS and BETC. This modernization effort allows CARS to capture transaction details at the earliest possible time and record them directly to the agency's Fund Balance with Treasury.

Since March 2011, the IPAC transactions screen has allowed the initiator to supply the TAS and BETC for both the receiver and sender sides of the transaction in its file and screen formats. However, our staff recognizes there are agencies for which partners are not sending IPACs in the TAS/BETC format, and there is no support in Interagency Agreements requiring this information from the transaction partners.

Our goal is to properly report the applicable TAS/BETC data in originating and receiving IPACs starting October 1, 2012. Appropriate agency contacts were recently informed they would need to work with trading partners to ensure that new interagency agreements contain this data. The CARS modernization does not require full implementation until October 2014. However, we intend an early implementation in order to address potential difficulties with affected partners.

For additional information on becoming an IPAC Reporter, contact Sheila Wilson at 304-480-5357 or Sheila.Wilson@bpd.treas.gov. For additional information on TAS/BETC reporting, contact Brian Casto at 304-480-7018 or Brian.Casto@bpd.treas.gov.

5. Changes to the Annual Appraisal and Performance Award Data Processes

We are continuing the effort to streamline our offerings, standardize business practices, and are making some changes with regard to how we will accept annual appraisal and performance award data. Beginning in FY13, we are requiring that customers submit a consolidated Excel spreadsheet that contains both appraisal and performance award data for all non-SES employees. The current performance appraisal and award procedures will remain unchanged for SES employees. This is part of our continued effort to standardize processes and reduce costs for all of our customers. All customers will utilize the same process to submit Performance Award/Annual Performance Appraisal Submission Process. This, in and of itself, will reduce operational complexity and streamline the process of accepting customer data. In addition, awards/appraisal data will be able to be uploaded into HRC in bulk, thus reducing the time and effort (resources) it takes to get the awards paid out. We are hopeful this will also result in awards being paid out more quickly as they will no longer need to be processed individually. All HR contacts have been notified of this change, and will be setting up individual meetings with each customer we service in the coming weeks to review this change in more detail and to answer any question. In addition, we will be asking that agencies who rely on ARC to maintain their Employee Performance Files begin scanning and sending the completed annual performance appraisals to us, in lieu of sending them in hardcopy format.

For more information, Treasury customers, please contact Brian Shackleford (304) 480-7277 or gregory.shackleford@bpd.treas.gov. Non-Treasury customers, please contact Ellyn Branham (304) 480-8343 or ellyn.branham@bpd.treas.gov.

6. HR Efficiency Initiative Update

In June, HROD kicked off a four-month efficiency review in the Pay and Leave and Employee Benefits branches. To start, all employees were asked to complete "Employee Satisfaction Surveys" to help management target potential areas of internal improvements.

An efficiency review team has been assigned to explore in-depth improvement opportunities using employee interviews, data collection, and process map analysis. The review team will assess results and submit change recommendations to management for consideration at the end of the project.

For additional information, contact Carla McHenry at 304-480-8228 or Carla.McHenry@bpd.treas.gov.

7. Pathways

Final regulations for the much anticipated Pathways Programs became effective July 10. The Pathways Programs provide avenues to Federal internships and potential careers in Government for students and recent graduates. The Pathways Programs consist of three distinct components: the Internship Program, which replaces the former Student Temporary Employment Program (STEP) and the Student Career Experience Program (SCEP); the Recent Graduates Program; and the Presidential Management Fellows Program (PMF). We are working closely with your HR staff to ensure that policies and procedures are in place and MOUs are established with OPM for using the program. In addition, we are assisting our customers with transitioning current employees hired under the STEP, SCEP and PMF programs to the Pathways Programs by the January 6, 2013 transition date.

For additional information, contact Michele May at 304-480-8315 or Michele.May@bpd.treas.gov, or Tia Shackelford at 304-480-8363 or Tia.Shackleford@bpd.treas.gov.