
ARC Monthly Bulletin – April 2013

Valuable information for ARC's customers

Article headlines appear below. Scroll down for full stories.

HEADLINES

Procurement Services

1. Fiscal Year 2013/2014 Procurement Cutoff Date Reminder

Franchise Services

2. Consolidation

Financial Management

3. Trading Partner Treasury Account Symbol Required Beginning in Fiscal Year 2014

Human Resource Services

4. Human Capital – Flash Mentoring

Information and Security Services

5. Public Key Infrastructure Compliance Audit Completed
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FULL STORIES

1. Fiscal Year 2013/2014 Procurement Cutoff Date Reminder

This article serves as an initial reminder of planned Fiscal Year (FY) 2013/2014 procurement cutoff dates. To allow procurement personnel to better serve your needs, all customers are asked to submit FY13 yearend and FY14 workload forecasts to your procurement team leader by May 2, 2013. This advanced planning will aid in a smooth yearend and transition into FY14. Key dates for FY13 are: Purchase request (PR) packages are due to the Division of Procurement Services (DPS) for new requirements over \$25,000 by June 1, and by July 2 for requirements under \$25,000. For FY14, PRs are due to DPS for new requirements over \$25,000 by June 1 and recurring requirements by June 15. Also, PRs for new and recurring requirements under \$25,000 are due by July 2. Option renewal packages for either fiscal year must be submitted 45 days in advance of the first day of the option period. If foreseen circumstances will prevent you from meeting the cutoff dates, please contact your procurement team leader or manager to discuss.

If you have any questions, contact your team leader or see the "Procurement Cut Off Dates" file on your customer access page. Follow the Guidance/References tab to Procurement Guidance.

2. Consolidation

The Bureau of the Fiscal Service was created on October 7, 2012 as a result of the consolidation of the Financial Management Service (FMS) and the Bureau of the Public Debt (BPD). The effort was announced as part of the President's FY 2013 budget submission. In a very short time, we have made remarkable progress. On October 7, 2012 FMS and BPD were brought under one Commissioner, CFO, CIO, Chief Counsel, and Public and Legislative Affairs Director.

Since then, we have a new mission and vision statement that were developed through tactical plans for each of our program areas.

We are and will continue to strive to provide top-quality service to all customers every day. We remain confident that with your strong support for the consolidation of BPD and FMS, the benefits that will result from bringing together these two great Treasury organizations will be remarkable.

Nonetheless, the mission and vision of the Bureau of the Fiscal Service are clear: to promote the financial integrity of the federal government and to help transform financial management and the delivery of shared services. We have a unique opportunity to create an extraordinary organization, and your dedication and commitment to achieving this goal are very much valued and appreciated.

3. Trading Partner Treasury Account Symbol Required Beginning in Fiscal Year 2014

As agencies begin transitioning to Centralized Accounting and Reporting System (CARS) reporters, there is a need to capture the correct Treasury Account Symbol (TAS)/ Business Event Type Code (BETC) at the inception of transactions. Interagency Agreements will require a TAS from both the buyer and the seller agencies. Capturing this information on the agreement during the agreement negotiations will ensure that you have the proper information to include on Intra-Governmental Payment and Collection transactions. Beginning with FY14 Interagency Agreements, agencies should gather both the buyer and seller's applicable TAS and include both on the agreement.

If you have questions, go to <https://fiscal.treasury.gov/cars/reference-and-guidance.html> or contact Matt Conrad at 304-480-7004 or Matt.Conrad@bpd.treas.gov.

4. Human Capital – Flash Mentoring

On January 24, 2013 the Office of Administrative Services (OAS), in conjunction with Treasury's Deputy Assistant Secretary for Human Resources and Chief Human Capital Officer, hosted a flash mentoring event for the Human Capital community in Parkersburg WV. Over 130 Human Resource Specialists participated in the event, which focused on "Becoming a Strategic HR Partner."

One attendee indicated that "flash mentoring gave me good insight to how different areas (or levels) of management think and interact with colleagues and customers. Even though the topic of the mentoring was to focus on strategic partnership, the real takeaway I got was the importance of relationships and simply just having open communications." Another attendee indicated that "it was a positive experience which emphasized the importance of being a strategic business partner. The mentors were all successful people from different walks of life. However, they all had similar characteristics: positive attitude, work ethic, detail oriented, etc. I think it shows that it doesn't matter who you are or where you've come from... there are certain traits that breed success everywhere."

We would like to thank the following who acted as mentors at the event: Doug Anderson, Assistant Commissioner for the Bureau of the Public Debt's OAS; Gordon Canning, Deputy Associate Chief Human Capital Officer for Human Capital Strategic Management; Gary K Cyrus, EEO Officer at the Bureau of the Public Debt; Susan Hutton, Program Manager - Office of the Deputy Assistant Secretary for Human Resources and Chief Human Capital Officer; Steven Miller, Deputy Assistant Commissioner and Deputy Chief Financial Officer for the Bureau of the Public Debt; Dawn Phillips Chief Learning Officer at the Department of Treasury; Carrie Sharp, Manager of the Employment Services Branch - OAS; Nancy Smith, Director of the Human Resources Operations Division - OAS; Crystal Thomas, Human Resources Director for the Alcohol and Tobacco Tax and Trade Bureau; and Randy Thornton, Human Capital Officer for the Financial Management Service.

5. Public Key Infrastructure Compliance Audit Completed

Information and Security Services provides Public Key Infrastructure (PKI) services to Fiscal Service, Treasury, National Aeronautics and Space Administration, Department of Homeland Security, Social Security Administration, and Veteran Affairs. Over the last four months, the Treasury Policy Management Authority conducted an audit of the Treasury PKI centered on certification authorities and registration authorities activities and examined the technology, people, policies, systems and processes related to the

creation, management, storage, issuance and distribution of digital certificates. The audit provided an end to end exhaustive review and assessment that included operations as well as our customer's policy adherence. The overall audit went very smooth and no major issues were identified.

If you have questions, contact Joe Gribble at 304-480-7608 or Joe.Gribble@bpd.treas.gov

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