



# Monthly Bulletin

June 2025

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[ARC News and Events](#)

## General

### ARC Leadership Update

As a result of recent ARC leadership retirements, several changes have taken place across the organization at the Executive and Director level. We first want to recognize the departures of the following individuals and thank them for their many years of dedicated service and leadership, **Dan Vavasour**, Prior Assistant Commissioner for Management and Modernization and Customer Care, **Paula Corbin**, Prior Assistant Commissioner for Service Delivery, and **Jason Isaacs**, Prior Director of Travel Services Division. With these departures, new appointments have been made. **Doug Anderson** has assumed the role of Assistant Commissioner over ARC's Service Delivery and Management and Modernization and Customer Care (MMCC) organizations. **Grant Brown** is now serving as acting Director of Travel Services Division. As ARC continues to evolve through leadership and organizational changes, we will share updates as they occur.

## General

### ARC AI Exploration & iHub Update

The research of Artificial Intelligence and automation opportunities continue within ARC owned applications. PRISM Ally, a Chat Assistant integrated into the PRISM Procurement Application, along with Salesforce Chatbots, are in testing phases and progressing through Governance to secure necessary approvals. Ally is expected to assist CORs with FAR clause updates creating efficiencies in contract actions while Salesforce Chatbots functionality is expected to handle routine inquiries, providing users with immediate responses to common questions. Updates will be shared as statuses progress. The ARC InnovationHub (iHub), a volunteer-driven initiative continues to progress. This team is dedicated to identifying and implementing groundbreaking solutions, streamlining workflows, automating tasks, and tackling complex challenges. Four innovative submission ideas have been evaluated and implemented resulting in efficiency savings of approximately \$54,000 annually. Stay tuned for more transformative updates!

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## General

### oneARC Portal Update

The oneARC Portal Team is pleased to share important updates regarding enhancements to the Customer Access Pages (<https://arc.fiscal.treasury.gov>) in the oneARC portal. Previously, access to these pages was restricted based on specific internet addresses. However, with the introduction of a new self-registration process and our Salesforce integration with a federated user database called CAIA, we have implemented a more secure and efficient system for onboarding new users. To provide a clearer understanding of this improved process, we have created a brief informational video, which you can view [here](#) by clicking on “Business Hub Single Sign On” near the bottom of the page. We would like to send a sincere “Thank You” to our testing group who volunteered to test the new self-registration mechanism. We know it was a lot to ask but your feedback was appreciated. Over the next two months, we will be finalizing the design of the new Customer Access Pages and look forward to unveiling them soon. As always, we value your feedback, and we encourage you to share your thoughts. Be on the lookout for invitations in early June to preview these exciting updates. We appreciate your continued engagement and encourage you to send any feedback or enhancement requests to [onearcnotifications@fiscal.treasury.gov](mailto:onearcnotifications@fiscal.treasury.gov).

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## Financial Management

### ARC OneStream Upgrade

The ARC OneStream team continues working to plan a future upgrade. We are on SaaS platform version 7.2.4 and are collaborating with OneStream Support to ensure ongoing federal security compliance in version 9. We are targeting to go live with OneStream version 9 around Spring 2026. Please watch for Customer Notification emails for actions that you might need to take related to upgrades. Any internal ARC or external customer actions will be communicated in advance.

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## Financial Management

### Government Purchase & Fleet Card - Monthly Accounting Update

June 2025

#### **NOTABLE DATES**

06/04/2025	June Statement Becomes New
06/18/2025	June Statement Auto Close
06/30/2025	Reallocation of recent transactions for FY25 3rd Quarter Accruals due by COB

#### **IMPORTANT INFORMATION**

#### **FY25 THIRD QUARTER ACCRUALS**

If your agency has quarterly purchase card accruals, please read the following reminder:

To properly account for purchases you are currently making, which will appear on your July recent statement, each transaction must be allocated to a valid GL Code (ASC) or obligation no later than close of business (COB) Monday, June 30, 2025. Any disputes should be reallocated to the Dispute String.

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These purchases and obligations will be recorded as an expense and liability in the quarter-end financial statements. If the transactions are not reallocated prior to COB, June 30, they may not be accrued.

## GOVERNMENT PURCHASE CARD PROCEDURES

The following webpage has useful information on purchase card use:

<https://arc.fiscal.treasury.gov/app-support/purchase-card-procedures/purchase-card-procedures-quick-reference/>

We recommend reading over the responsibilities section which is discussed for Agency Organization Program Coordinators, Approving Officials, and Cardholders. There is an appendix at the top of the webpage that includes the Purchase & Fleet Card Correction Form and the Citi Purchase Card Schedule.

## ARC BULLETIN PAGE

The Administrative Resource Center (ARC) publishes a monthly bulletin that includes our newsletter information as well as information from other areas of ARC.

To join the distribution list for the bulletin, you can visit the website below and click the “Subscribe” option at the top of the webpage. This webpage also shows the archive of past bulletins: <https://arc.fiscal.treasury.gov/about-arc/news-and-events/archived-bulletins/>

## TIPS & REMINDERS

### PURCHASE CARD FORMS

Correction Forms and Miscellaneous Obligation Request Forms (MORFs) can be found on the customer access page (<https://arc.fiscal.treasury.gov/login/>). Once on the webpage, click your agencies name. Next, hover over Financial Management on the top toolbar and select Forms. You can select Purchase and Fleet Cards from the listing on the left of the webpage to get to the purchase card forms quickly.

### CUSTOM G/L CODES

Did you know that you can modify your Custom GLs in Citi? If you require help on this, there is a video guide available on the Customer Access Page (<https://arc.fiscal.treasury.gov/login/>) called General Ledger Code Maintenance Video Guide that will walk you through step by step how to manage your Custom GLs.

If a transaction is rejected during processing in Oracle because of a CV Rule violation, Cardholders should delete or modify the Custom G/L Code within CTMS under Custom G/L Maintenance to avoid future errors.

### ONEARC PORTAL HELP DESK

When submitting a request within the OneARC Portal, questions can be directed to OneARCNotifications Team at [onearcnotifications@fiscal.treasury.gov](mailto:onearcnotifications@fiscal.treasury.gov) or (304) 480-8000, option 8.

### AUTO CLOSE

**52**

# of Cardholder Statements that Auto Closed in May 2025

(Combined total for all agencies)

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**Reminder:** Even though transactions can be reconciled/reallocated and approved on the day they post to a statement in CTMS with Daily Pay, ALL transactions on a statement must be reconciled/reallocated and approved by the scheduled Auto Close date, or the statement will automatically be closed by CTMS.

**Hint:** The monthly Auto Close date can be found on the 2025 Purchase & Fleet Card Schedule located on the [Customer Access Page](#) under [Financial Information > Guidance & Reference > Purchase & Fleet Cards](#).

## **BULLETIN CUSTOMER FEEDBACK**

If you have a topic that you would like to see discussed in our monthly bulletin, please send an email to [AcctgCardProgram@fiscal.treasury.gov](mailto:AcctgCardProgram@fiscal.treasury.gov)

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