

TODAY'S  
VISION  
TOMORROW'S  
REALITY



The 12th Annual GSA SmartPay® Training Conference

# DoD Fiscal Year End (FYE) Processing 2010

*Presented by  
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# Agenda

- Overview
- FA2 Accounting Structure
- DoD Fiscal Year End (FYE) Timeline
- DoD FYE Process
- Post FYE Process
- U.S. Bank Access<sup>®</sup> Online Accounting Code Management Tools
- Support



# Overview

- Discuss details of Fiscal Year End processing
  - Timeline
  - Confirm and Pay
    - Accounting Code Structure and updates
  - Pay and Confirm
    - Accounting Code Structure and updates
  - Accounting Code Management Tools
    - Upload VVLs
    - Create/Manage AACs
  - Additional Support





# FA2 Accounting Data

FA2	Max Pos	Label	Acrn	Air Force (57)	Army (21)	Navy (17)	USMC (17)	CO (97)
A1	2	Department Indicator	DEPT	(2) DEPT	(2) DEPT	(2)GA	(2)DEPT	(2) DEPT
A3	8	Fiscal Year Indicator	FY	(8) FY	(8) FY	(8)BFY/EFY	(8)FY	(8) FY
A4	4	Basic Symbol Number	BS	(4) ASN	(4) BSN	(4)APR	(4)BasicSym	(4) BSN
A5	4	Limit/Sub-Head	SCL	(4) L				
A6	2	Fund Code/MCC	FC	(2) FC				
B1	2	Operation Agency Code/Fund Admin	OAC	(2) OAC				
B2	5	Allotment Serial Number	ASN	(4) OBAN				
B3	6	Activity Address Code/UIC	UIC	(6)UIC	(6) UIC	(6)UIC	(6)UIC	
C1	12	Program Element Code	PEC	(2) PEC	(11) AMSCO	(12)Cost Code	(12)Cost Code	(6)COST
C2	8	Project Task or Budget Subline	ORG	(8) BPAC	(2) Sub JON			(8)ORG
D1	2	Defense Agency Allocation Recipient	MFP	(2)MFP			(2)PESA	
D4	8	Job Order/Work Order Code	JO	(8)JON				
D6	1	Sub-Allotment Recipient	SAR					
D7	6	Work Center Recipient	WCR	(6) WCR/CC				
E1	1	Major Reimbursement Source Code	RBC				(1)RBC	(1)RD
E2	3	Reimbursement Source Code	RSC	(3)ARSC			(3)RON	(3)RSC
E3	6	Customer Indicator/MPC	CI	(6)MPC/SRAN	(6)CI			
F1	5	Object Class	OC	(5)EEIC				
F3	1	Govt/Public Sector Identifier	GPS	(1) Type Vend				
G2	2	Special Interest/Special Program Cost	SIPC	(2) ESPC				
I1	6	DoD BACC Shorthand	DBSH	(6) MAC	(6) AIC			
J1	15	Document/Record Reference Identifier	SDN	(15) SDN	(15) SDN	(15)SDN	(15)SDN	(14) SDN
L1	6	Accounting Installation Number	AI	(6) ADSN	(6) AAA	(6)AAA	(6)AAA	(6)ESN
M1	18	IFS Number	IFS					
N1	3	Transaction Type	TT	(3)BAAN				
P5	12	FMS Case Country & Line	FMS	(12)FMS				
	148							

**Appropriation Segments are A1-A6. A3 will be updated with FY11 values based on the business requirements.**

**UIC Segment is B3, will be updated with FY11 values based on the business requirements.**

**JO Segment is D4, will be updated with FY11 values based on the business requirements.**

**DBSH Segment is I1, will be updated with FY11 values based on the business requirements.**

# DoD FYE Timeline

- **Early Spring**
  - DoD submits FYE requirements
- **Early September**
  - Financial Centers provide the FY values
- **First weekend in October**
  - DoD FYE process is run
- **June, August, October**
  - Delete expired FY values and alternate lines of accounting






# Confirm and Pay - Army Cont'd

- **Update FY10 Default Accounting Codes**
  - Managing Accounts
  - Cardholder Accounts
- **DAC Appropriation Segment contains FY10 values**
  - 21 2010201004000000 or 21 2010201104000000
  - 21 2011201104000000 or 21 2011201204000000
- **Somards – Child – DAC JO Segment contains FY10 values**
  - 0R8XM1
  - 1R8XM1



# Confirm and Pay - Army Cont'd

- **Copy FY10 Alternates**
  - **Access Online** Alternate Accounting Code (**AAC**)
- **Alternate Appropriation Segment contains FY09 values**
  - 21**20102010**04000000 or 21**20102011**04000000
- **Rename Alternate**
  - HW HARDWARE  **FY10 HW HARDWARE**
- **Assign to Managing Account**



# Confirm and Pay - Army Cont'd

- Update FY10 Alternates

- **Access Online** Alternate Accounting Code (**AAC**)

- **Alternate Appropriation Segment contains FY10 values**

- 21 2010201004000000 or 21 2010201104000000



- 21 2011201104000000 or 21 2011201204000000

- **Somards – Child – Alternate - JO Segment contains FY10 values**

- 0R8XM1



- 1R8XM1

- **Update Alternate Name**

- **FY10 HW HARDWARE**  **FY11 HW HARDWARE**



# Confirm and Pay - Army Cont'd

- **Create FY10 Alternates**
  - Cardholder Default Accounting Code (DAC)
- **DAC Appropriation Segment contains FY10 values**
  - 21 2010201004000000 or 21 2010201104000000
- **Name FY10 Alternate**
  - FY11 DEFAULT XXXX
- **Assign to Managing Account**



# Pay and Confirm - USAF

- **Insert FY11 Parent Values**
  - **Access Online** Parent Accounting Validation Controls (**PAVCS**)
- **Assign FY11 Child Values**
  - **Access Online** Child Accounting Validation Controls (**CAVCS**)
- **Child Appropriation Segment contains FY10 values**
  - 57 2010201004000000 or 57 2010201104000000
  - 57 2011201104000000 or 57 2011201204000000



# Pay and Confirm – USAF Cont'd

- **Update FY10 Default Accounting Codes**
  - Managing Accounts
  - Cardholder Accounts
- **DAC Appropriation Segment contains FY10 values**
  - 572010201004000000 or 572010201104000000
  - 572011201104000000 or 572011201204000000



# Pay and Confirm – USAF Cont'd

- **Update FY10 Alternates**
  - **Access Online** Alternate Accounting Code (**AAC**)
- **Alternate Appropriation Segment contains FY09 values**
  - 572010201004000000 or 572010201104000000
  - 572011201104000000 or 572011201204000000



# Pay and Confirm – USAF Cont'd

- **Create FY11 13<sup>th</sup> Month Cycle**
  - Air Force
  - Air National Guard
- **Cycle Dates**
  - Cycle Start Date = 09/18/2010
  - Cycle End Date = 10/01/2010
- **Cycle Close**
  - Obligation
  - Invoice
  - Cost Transfer not processed
    - September billing cycle
    - 13<sup>th</sup> month cycle



# Confirm and Pay - DoD Agencies

- Insert FY11 Parent Values

- **Access Online** Parent Accounting Validation Controls (**PAVCS**)

- Assign FY11 Child Values

- **Access Online** Child Accounting Validation Controls (**CAVCS**)

- Child Appropriation Segment contains FY10 values

- 972010201001004690, 972010201004004690 or 972010201101004690
- 972011201101004690, 972011201104004690 or 972011201201004690

- Child JO Segment contains FY10 values

- 0DDD10 or 0W0CAR
- 0DDD11 or 0W1CAR

- Child UIC Segment contains FY10 values

- 00CC10 → 00CC11





# Confirm and Pay - DoD Agencies Cont'd

- Update FY10 Default Accounting Codes

- Managing Accounts
- Cardholder Accounts

- DAC Contains FY10

- Appropriation Segment

- 972010201001000000 972010201104000000



or



- 972011201101000000 972011201204000000

- JO Segment

- 0DDD10 or 0WCAR → 0DDD11 or 0W1CAR

- UIC Segment

- 00CCC0 → 00CCC1

- DBSH Segment

- CCC000 → CCC100



# Confirm and Pay - DoD Agencies Cont'd

- **Copy FY10 Alternates**

- **Access Online** Alternate Accounting Code (**AAC**)

- **Alternate Contains FY10**

- **Appropriation Segment**

- 972010201001000000 or 972010201104000000

- **JO Segment**

- 0DDD10 or 0W0CAR

- **UIC Segment**

- 00CCC0

- **DBSH Segment**

- CCC000

- **Rename Alternate**

- HW HARDWARE  **FY10 HW HARDWARE**

- **Assign to Managing Account**



# Confirm and Pay - DoD Agencies Cont'd

- **Update FY10 Alternates**

- **Access Online** Alternate Accounting Code (**AAC**)

- **Alternate Contains FY10**

- **Appropriation Segment**

- 972010201001000000 or 97201020110400



- 972011201101000000      97201120120400

- **JO Segment**

- 0DDD10 or 0W0CAR → 0DDD11 or 0W1CAR

- **UIC Segment**

- 00CCC0 → 00CCC1

- **DBSH Segment**

- CCC000 → CCC100

- **Rename Alternate Name**

- FY10 FOS → FY11 FOS



# Post FYE Process

- **August 2010**

- Delete FY08 or earlier values in **PAVCS**
  - Army, Army NAF and DoD Agencies

- **October 2010**

- Delete FY10 or earlier values in **PAVCS**
  - USAF

- **June 2011**

- Delete FY10 DEFAULT XXXX or earlier **AACS**
  - Army, Army Tenant, Army NAF, and DoD Defense Agencies



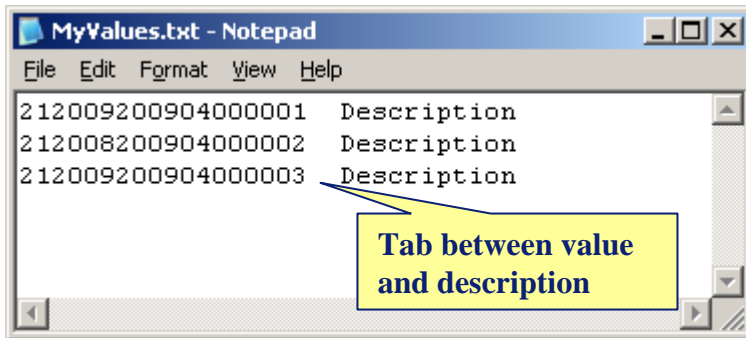
# Access Online Accounting Code Management Tools

- **Child Accounting Validation Controls (CAVCS)**

- **Manage Valid Values Lists (VVLs)**

- **Upload VVLs**

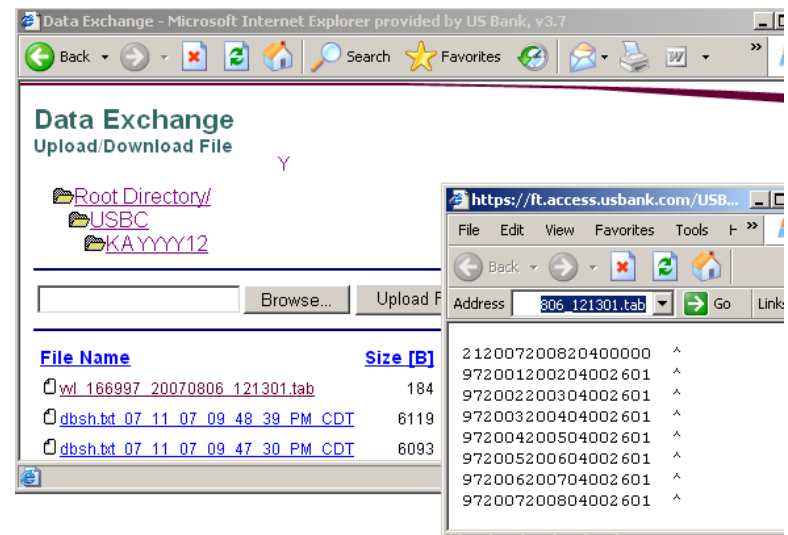
- Tab delimited file (.txt)



- **Delete VVLs**

- **Export VVLs**

- Delivered via Data Exchange



# Access Online Accounting Code Management Tools

## • Create/Manage Multiple Alternate Accounting Codes (AACs)

Create up to 25 AACs at once

Modify up to 25 AACs at once

Delete up to 25 AACs at once

Alternate Accounting Code List

To **add** an Alternate Accounting Code (AAC), select the number of AACs desired and click "Add". Type a unique AAC Name and supply segment values.  
 Single segment values may be typed or selected by clicking the Search icon (if the segment is associated to a Valid Values List).  
 Multiple values for a segment may be entered by clicking the "Details" link or selected by clicking the Search icon.

To **modify** an AAC, change the AAC Name or segment values as described above.

To **delete** an AAC, check the Delete checkbox.

To complete management of the AACs (add, modify, delete), click the "Save" button.

**Add** 1 New Alternate Accounting Code(s)

\* = required  
 Records 1 - 25 of 55  
 Page: 1 | 2 | 3

Delete	Alternate Accounting Code Name	Accounting Code - Segment Name (Length)	APPROPRIATE DATA (20)	OAC (2)	ASN (5)	UIC (6)	PEC (12)
<input type="checkbox"/>	CTMC DWC		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	CTMC FLIGHT MED		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	CTMC LAB		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	CTMC PHARM		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	CTMC PHYS THER		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	CTMC RAD		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 APCC FY04		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 ASIP REC STA		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 ATC HEARING CON PRG		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 CEEP/CEMEP 31EJ A63L		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 CHIRO FY04		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 DFM CLINIC		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	
<input type="checkbox"/>	FY07 DWC HQ		972007200701301881 * Q Details	74 * Q Details	7413 * Q Details	GPC0P1 * Q Details	



# Support

- **Access Online Accounting Code Management Sessions:**
  - Defense Agencies – Thursday, August 11<sup>th</sup> at 12:30 – 1:40 p.m.
  - Air Force – Thursday, August 11<sup>th</sup> at 2:00 – 3:10 p.m.
  - Army – Thursday, August 11<sup>th</sup> at 3:30 – 4:40 p.m.
- Please call or email the Help Desk for assistance:
  - 800-254-9885
  - [accessonlinesupport@usbank.com](mailto:accessonlinesupport@usbank.com)
- **Access Online Web-based Training**
  - <https://wbt.access.usbank.com/>
    - Lessons – **Accounting Code Structures**  
**Accounting Validation Controls**  
**Alternate Accounting Codes**





# Questions?





# Thank You

**Presentations will be available on**  
**[www.usbank.com/sp2presentations](http://www.usbank.com/sp2presentations)**  
**after the conference**

