

THE FBMS EXPRESS

MARCH 2007
THE FINANCIAL AND BUSINESS MANAGEMENT SYSTEM (FBMS)

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FBMS EVENTS AND MILESTONES:

- D3 Realization Phase underway
- TRR-I: 7/2/2007

THE BOTTOM LINE

By David Shearer
FBMS Project Director

Deployment 3 (D3) officially transitioned into the realization phase with a kick-off briefing on March 14. Representatives of the Project Management Office (PMO) and project leads outlined the key objectives, timelines, and milestones we need to achieve in order to ensure that go live is successful.

We have come a long way so far with the completion of D3 blueprinting, an updated project work plan, Deployment 2 (D2) lessons learned sessions, the D3 blueprint walkthrough, and upgrades to the development environment. Nevertheless, we have a lot of work

ahead of us during realization, which is the lengthiest deployment phase. We have set out some aggressive timelines for the realization phase.

Even though realization involves a lot of back-end work, such as configuration and data migration, one could argue that this phase is really all about you - the end user. With testing and preparations for training, we are getting ready for FBMS to make its debut and come to life for GovWorks and the National Business Center. And for MMS and OSM, end users will see new FBMS functionality.

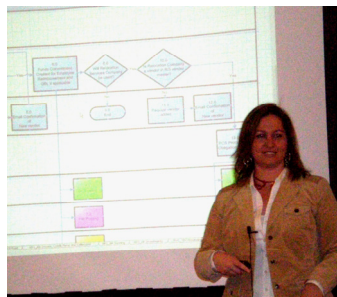
In the coming months, employees from the deploying bureaus will learn about the various

business processes and workflows supported by FBMS in D3, as well as how end-users' roles and responsibilities will be affected. I encourage you to log on to the FBMS Web site for regular updates and information about realization activities.

Also, be on the lookout for announcements from your Bureau Leads about upcoming road shows and town halls that will be scheduled during the next few months.

Thank you for your continued support and participation in helping make FBMS a reality for the Department.

D3 BLUEPRINT WALKTHROUGH



Shandra Weese, DOI Functional Team Member

Representatives from GovWorks, MMS, and OSM, as well as key members of the

DOI/IBM project team came to Herndon, VA on March 6-7 to participate in a walkthrough of Deployment 3 (D3) functionality. Based on Deployment 2 (D2) FBMS functionality and enhancements identified during blueprinting over the last few months, the walkthrough provided attendees with an opportunity to review and validate the D3 end-to-end business process flows.

The focus on process-level functionality (versus functionality for each module) illustrated what "To-Be" businesses processes will look like, which helped representatives from the deploying bureaus understand the impact of FBMS on how they currently do business.

The following processes were covered during the walkthrough: Requisition to Check,

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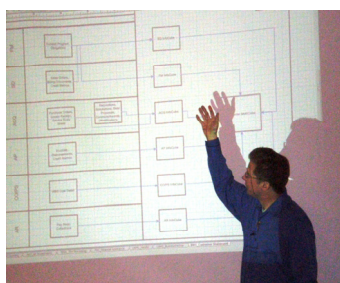
We are on the web!

<http://www.doi.gov/fbms>

**FBMS
DEPARTMENT OF THE INTERIOR**

Non-Referencing Invoices, Charge Card – Interfaces and Reallocation Process, Labor/PCS, AR and Investments, Travel, Financial Assistance, User Account Management (customers and vendors), and Customer Statement Reporting.

As FBMS moves into the Realization Phase, the business process flows will serve as the basis for building the system, including configuration, conversion, reporting, and training.



Kevin Oshinski of Team IBM at the walkthrough

More detailed information about the business processes and related role descriptions will be available this spring.

D3 Business Process Scope

Core Financials (GovWorks)

- Perform General Ledger Accounting
- Process Labor Cost Distribution Transactions
- Process Travel / PCS Transactions
- Process Charge Card Transactions
- Manage Accounts Payable
- Perform Cost Allocation/Perform Activity Based Costing
- Manage Accounts Receivable
- Process Reimbursable Transactions
- Perform Funds Management
- Process Asset Transactions
- Perform Project Planning and Project Accounting
- Process Investment Transactions

Acquisition (GovWorks, MMS, and OSM)

- Conduct Advanced Procurement Planning
- Prepare Purchase Requisitions
- Conduct Market Research
- Develop Requirements
- Solicit Quotations/Formal Sealed Bids/Proposals
- Order Goods & Services
- Administer Contracts & Orders
- Receive, Inspect, & Accept Goods & Services
- Process Payments & Contract Closeout
- Maintain Suppliers

Financial Assistance (MMS and OSM)

- Real – Time Interfaces

Where are we on today on the road to FBMS Deployment 3?



LOOKING AHEAD

Through July, the following activities will be taking place:

- System is configured and confirmed that it meets the solution needs
- Security profiles are developed and tested
- End-user training planning is underway
- Workforce Impact and Risk Assessment (WIRA) will provide information to help develop organizational risk mitigation plans, deployment strategies, and training

EMPLOYEE SPOTLIGHT

The FBMS March Spotlight Employee is Dave Wunder. Dave is the functional lead for the acquisitions system that is being built as part of the D3 FBMS solution. Dave lives in and is a native of Denver, CO. He has been with DOI for approximately 35 years. He initially started working for the National Parks Service (NPS) and eventually moved to the Bureau of Land Management (BLM), before joining the FBMS project. Dave brings extensive experience to this important role.



FBMS GOAL: ADOPTING BEST PRACTICES

DOI seeks to adopt industry best practices in financial and business management through the implementation of FBMS. At the March Executive Steering Committee meeting, the decision was announced to adopt commitment accounting as a standard practice across the Department in Deployment 5 (D5). Here is a high-level overview of what commitment accounting is all about and what you can expect in the future.

Why is it a best practice?

Commitment accounting involves consuming budget and recording either a funds reservation or MM purchase requisition at the time when the request is made to purchase goods/services rather than waiting to consume budget at the time of purchase order (obligation). As a best practice, this will improve budgetary control and make information in FBMS more up to date and meaningful. As a result, account holders will be aware of exactly how much is available in their budgets at all times, providing a more accurate balance of funds available to spend.

How will it work?

A funds availability check will be performed prior to the funds reservation

(or obligation) being created. For Franchise Fund sales orders, a funds check will be made as well prior to postings. The purchase request will then be reviewed and approved, following a process that is in accordance with each bureau's business rules. Next, a funds reservation is created and the approved purchase request is processed.

Why are we waiting until D5?

Within FBMS, commitment accounting will allow funding individual award lines with multiple funding sources. Adjustments can be made to account for changes in expenses or funding sources. The challenge is that there are limitations with how the system currently handles multiple account assignments and funds reservation line items (dollar amount vs. percentage vs. quantity), which would require significant time and effort to overcome. Waiting until D5 will ensure that the project team has sufficient time to identify and develop the optimal solution and that time and attention are not diverted away from activities that are critical to the success of D3 and D4. In addition, since the deploying bureaus for D3 and D4 have limited (if any) use of commitment accounting today, the delay will not have a negative impact on their operations.