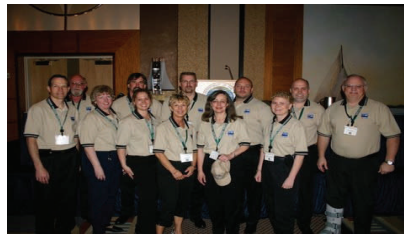


THE FBMS EXPRESS

APRIL 2008 THE FINANCIAL AND BUSINESS MANAGEMENT SYSTEM (FBMS) NEWSLETTER

2008 DOI Business Integration Conference

The 2008 Department of the Interior (DOI) Business Integration Conference was held March 31st – April 3rd, at the Hyatt Regency Chesapeake Bay in Cambridge, Maryland, and was a tremendous success. The theme of the conference was “Making the Grade”. The conference provided an opportunity for DOI and bureau staffs to become familiar with important initiatives that will improve DOI’s internal operations and services to the public, and to receive information and training on a wide variety of professional development topics.



Jim Cason, Nina Rose Hatfield, Debra Sonderman, Dan Fletcher, David Shearer, John Stabler, Glenda Pearsall, and other senior FBMS leaders at the Business Conference.

Nina Rose Hatfield, Deputy Assistant Secretary for Business Management and Wildland Fire was the conference host. Jim Cason, Associate Deputy Secretary, and many other senior DOI leaders participated in the conference. The Bureau of Reclamation did an outstanding job of planning and coordinating the conference activities. The conference featured presentations on current and future DOI business process improvement initiatives, breakout sessions on human resources, acquisition, performance measurement, security,

customer service, and environment stewardship topics; and a panel discussions on audit and oversight activities, networking sessions, demonstrations, and end of the day questions and answers sessions hosted by Nina Rose Hatfield. Approximately, 400 people attended the conference.

The Financial and Business Management System (FBMS) was one of the initiatives showcased at the conference. On March 31st, Dan Fletcher and Debra Sonderman, Co-System Owners, presented an overview of FBMS. April 1st – 3rd, the FBMS Program Team conducted breakout sessions on a variety of topics, and sponsored a FBMS Computer Based Training (CBT) room. It was standing room only at most of the FBMS breakout sessions. The FBMS CBT room offered conference attendees an opportunity to see demonstrations of nine FBMS training programs and was a popular conference attraction.

Most of the conference presentations and handouts are available at the Conference Agenda Webpage: http://www.usbr.gov/mso/aamd/doi_conference_2008/agenda.cfm

HOW WILL FBMS AFFECT ME?

Centralization of Vendor Master Data

What’s changed...FBMS centralizes vendor master data at the department level. A central Vendor Master Maintenance (VMM) group has been established at the National Business Center to control and maintain this data. The majority of the vendor records are updated through interfaces with the Central Contractor Registration (CCR), the Federal Agency Registration, and the Federal Personnel/Payroll System. However, vendors records may be created manually to handle exceptions such as vendors exempt from CCR or invitational travelers.

How it affects me...FBMS End Users are trained on the new process for entering, modifying, and/or deleting master data through the VMM group. Centralizing the management and maintenance of vendor records provides better control over the quality of data, prevents duplication of effort in maintenance of the same customers at multiple bureaus, and streamlines reporting requirements.

Contact us at [and let us know how FBMS is affecting you.](mailto:FBMS@FBMS.DOI.GOV)

[FBMS@FBMS.DOI.GOV.](mailto:FBMS@FBMS.DOI.GOV)

Please note that all responses are confidential.

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COMING IN May:

May 6:
Project Management Review (PMR)

May 13:
Executive Steering Committee (ESC) Meeting



We are on the web
<http://www.doi.gov/fbms>

BUSINESS PROCESS STANDARDIZATION

The FBMS Program Management Office (PMO) is focusing on an approach to promote standardization and integration of business processes across the Department of the Interior (DOI). The PMO is taking a multi-level approach to achieving standardization through activities such as obtaining input from the bureaus on process design. We are also enhancing the FBMS governance structure's ability to evaluate and make decisions on standardization issues by establishing a policy consortium to address gaps and cross-functional impacts.

Standardizing business processes across DOI organizations while allowing for flexibility that may be required for valid business reasons are delicate actions that require the involvement and approval of the FBMS Executive Steering Committee (ESC). The FBMS ESC is chaired by Nina Rose Hatfield and consists of senior bureau representatives, the Co-System Owners, the Chief Information Officer, the Director of Budget, the Director of Planning and Performance Management, the National Business Center Director, and the Director of FBMS PMO. The FBMS ESC meets monthly to be updated on the deployment of FBMS, discuss standardization and other program actions items, and provide guidance to the FBMS PMO.

As we progress through the phases of Deployment 4, PMO team members will continue work with bureau and departmental office representatives to achieve standardization through the design of key project activities. Some of these activities include leveraging

existing functionality to become the system's foundations, conducting blueprint workshops to create new functionality, performing validation sessions to review existing functionality, and holding end-to-end business process workshops to map out functionality.

As the program continues to mature, PMO team members are looking for ways to advance the progress made in standardization. For example, in late March 2008, PMO team members conducted Day-in-the-life focus groups to better understand how end users are actually using the system and determine what are the biggest "pain points". The data from these sessions is being compiled and analyzed for improvement opportunities.

Another way the PMO is focusing on advancing FBMS standardization is through organizational sustainability. Suzanne Geigle, Ph.D., an Associate Partner in IBM's Public Sector Organizational Change Strategy practice, is developing a white paper that recommends an approach for achieving standardization and positions the program into a state of organizational sustainability. This white paper will consist of: 1) highlighted approaches to standardization in Enterprise Resource Planning implementations; 2) descriptions of FBMS successes and concerns to date in achieving standardization; and 3) identification of actions to sustain/enforce standardization across DOI.

The program's senior leadership is committed to establishing sound processes and standardization that will allow for easier system implementation and organizational sustainability.



NEWS & NOTES



CMMI Level 3: On March 28, 2008, the FBMS program received the honor of a Level 3 rating for the Capability Maturity Model® Integration (CMMI) Standard CMMI Method for Process Improvement A. The FBMS program is the first SAP implementation within IBM to reach this level. Created by Carnegie Mellon University, CMMI is a worldwide process improvement approach that provides a comprehensive framework for an organization to assess their development and maintenance processes, implement improvements, and measure progress.

Final D3 End User Survey: On April 7, 2008 D3 End Users received a survey designed to help us understand the effectiveness of the FBMS training and how well it prepared them to perform on the new system. The information gathered will help identify how the project team can improve processes and communications to better support bureau needs.

Training Kick-off: On April 17, 2008, the FBMS Training Leads from IBM and DOI held the FBMS D4 Training Kickoff. This meeting included bureau and training leads from BLM, OSM and MMS, the three Deployment 4 (D4) bureaus. The kickoff was held simultaneously in Denver and Herndon. A brief overview of D4 as it relates to training, roles and responsibilities, the training strategy and plan, along with the training timeline and various activities that will occur from May through December was presented.

EMPLOYEE SPOTLIGHT ARTICLE:

William (Bill) Lever has spent the past three years as a Contracting Officer dealing with Award Contracts for the Office of Surface Mining (OSM). Coming to OSM with 25 years experience in the Department of Defense, Bill is no stranger to large scale change initiatives.

As a "positive person" who will "do all you have to do to get things done," Bill brings the perfect balance of willingness and determination needed to successfully embrace change. While he admits that the transition to the new FBMS and PRISM system has not been without a few "kinks," he has been very pleased with the support and assistance received by the Help Desk. Bill has become accustomed with the system so it has become "easy to use".

Bill recently attended a training session in Herndon, VA that he felt was invaluable and is planning to volunteer for upcoming sessions because he feels "you never stop learning". Based on his experiences, Bill advises that people take advantage of all training opportunities and remain patient when learning the new system.



FEEDBACK

We want and value your feedback on our newsletter. Please send your suggestions and comments to: FBMS@FBMS.DOI.GOV.

Please note that all responses are confidential.