

FY 2010

CONGRESSIONAL BUDGET JUSTIFICATION

WORKING CAPITAL FUND PROGRAMS

WORKING CAPITAL FUND PROGRAMS

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AMOUNTS AVAILABLE FOR OBLIGATION								
(Dollars in Thousands)								
	FY 2008 Enacted		FY 2009 Enacted		Recovery Act		FY 2010 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
A. Appropriation	0	0	0	0	0	0	0	0
Subtotal Appropriation	0	0	0	0	0	0	0	0
DOL Reimbursements	620	187,641	633	220,274	0	0	661	226,648
Non-DOL Reimbursements	1	200	1	573	0	0	1	573
Subtotal	621	187,841	634	220,847	0	0	662	227,221
B. Gross Budget Authority	621	187,841	634	220,847	0	0	662	227,221
Non-DOL Reimbursements	-1	-200	-1	-573	0	0	-1	-573
Subtotal	-1	-200	-1	-573	0	0	-1	-573
C. Budget Authority	620	187,641	633	220,274	0	0	661	226,648
Before Committee	0	0	0	0	0	0	0	0
DOL Reimbursements	620	187,641	633	220,274	0	0	661	226,648
Non-DOL Reimbursements	1	200	1	573	0	0	1	573
Subtotal	621	187,841	634	220,847	0	0	662	227,221
D. Total Budgetary Resources	621	187,841	634	220,847	0	0	662	227,221
Unobligated Balance Expiring	-23	0	0	0	0	0	0	0
E. Total, Estimated Obligations	598	187,841	634	220,847	0	0	662	227,221

WORKING CAPITAL FUND PROGRAMS

SUMMARY OF CHANGES

(Dollars in Thousands)

	FY 2009 Enacted	FY 2010 Request	Net Change
Budget Authority			
General Funds	220,847	227,221	+6,374
Trust Funds	0	0	0
Total	220,847	227,221	+6,374
Full Time Equivalents			
General Funds	634	662	+28
Trust Funds	0	0	0
Total	634	662	+28

Explanation of Change	FY 2009 Base		Trust Funds		FY 2010 Change General Funds		Total	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Increases:								
A. Built-Ins:								
To Provide For:								
Costs of pay adjustments	634	60,277	0	0	0	1,157	0	1,157
Personnel benefits	0	24,450	0	0	0	494	0	494
Federal Employees Compensation Act (FECA)	0	247	0	0	0	80	0	80
Travel	0	1,429	0	0	0	11	0	11
Transportation of things	0	43	0	0	0	8	0	8
GSA Space Rental	0	7,942	0	0	0	41	0	41
Communications, utilities & miscellaneous charges	0	28,718	0	0	0	76	0	76
Printing and reproduction	0	135	0	0	0	0	0	0
Advisory and assistance services	0	10,991	0	0	0	54	0	54
Other services	0	25,792	0	0	0	177	0	177
Other government accounts (DHS Charges)	0	508	0	0	0	1	0	1
Purchase of goods and services from other Government accounts	0	16,275	0	0	0	64	0	64
Operation and maintenance of facilities	0	13,389	0	0	0	62	0	62
Operation and maintenance of equipment	0	22,597	0	0	0	109	0	109
Supplies and materials	0	2,005	0	0	0	10	0	10
Equipment	0	6,049	0	0	0	29	0	29
Insurance claims and indemnities	0	0	0	0	0	1	0	1
Built-Ins Subtotal	634	220,847	0	0	0	2,374	0	2,374
B. Program:								
Human Resources Services Workload Increase	0	0	0	0	14	2,000	14	2,000
Office of Procurement Services Workload Increase	0	0	0	0	14	2,000	14	2,000
Programs Subtotal			0	0	+28	+4,000	+28	+4,000

WORKING CAPITAL FUND PROGRAMS

Explanation of Change	FY 2009 Base		FY 2010 Change				Total	
			Trust Funds		General Funds			
C. Financing:								
Total Increase	+634	+220,847	0	0	+28	+6,374	+28	+6,374
Decreases:								
A. Built-Ins:								
To Provide For:								
B. Program:								
C. Financing:								
Total Change	+634	+220,847	0	0	+28	+6,374	+28	+6,374

WORKING CAPITAL FUND PROGRAMS

SUMMARY BUDGET AUTHORITY AND FTE BY ACTIVITY								
(Dollars in Thousands)								
	FY 2008 Enacted		FY 2009 Enacted		Recovery Act		FY 2010 Request	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
Financial and Administrative Services	282	111,161	290	139,309	0	0	304	142,613
General Funds	282	111,161	290	139,309	0	0	304	142,613
Field Services	237	39,647	264	41,895	0	0	264	42,731
General Funds	237	39,647	264	41,895	0	0	264	42,731
Human Resources	78	15,365	79	17,513	0	0	93	19,747
General Funds	78	15,365	79	17,513	0	0	93	19,747
Telecommunications	0	20,911	0	21,000	0	0	0	21,000
General Funds	0	20,911	0	21,000	0	0	0	21,000
Investment in Reinvention Fund	0	557	0	557	0	0	0	557
General Funds	0	557	0	557	0	0	0	557
Non-DOL Reimbursables	1	200	1	573	0	0	1	573
General Funds	1	200	1	573	0	0	1	573
Total	598	187,841	634	220,847	0	0	662	227,221
General Funds	598	187,841	634	220,847	0	0	662	227,221

NOTE: FY 2008 reflects actual FTE.

WORKING CAPITAL FUND PROGRAMS

BUDGET AUTHORITY BY OBJECT CLASS						
(Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req. / FY 09 Enacted
	Full-Time Equivalent					
	Full-time Permanent	597	633		661	28
	Reimbursable	1	1		1	0
	Total	598	634	0	662	28
	Total Number of Full-Time Permanent Positions	598	634		662	28
	Average ES Salary	165,000	170,000		173,400	3400
	Average GM/GS Grade	12.9	12.9		12.9	0
	Average GM/GS Salary	90,698	95,026		96,927	1901
	Average Salary of Ungraded Positions	54,562	56,250		57,375	1125
11.1	Full-time permanent	54,177	57,852	0	61,790	3938
11.5	Other personnel compensation	2,184	2,425	0	2,450	25
11.9	Total personnel compensation	56,361	60,277	0	64,240	3963
12.1	Civilian personnel benefits	21,752	24,697	0	26,119	1422
21.0	Travel and transportation of persons	1,857	1,429	0	1,501	72
22.0	Transportation of things	31	43	0	51	8
23.1	Rental payments to GSA	7,658	7,942	0	7,981	39
23.3	Communications, utilities, and miscellaneous charges	25,486	28,718	0	28,793	75
24.0	Printing and reproduction	207	131	0	129	-2
24.1	Travel and transportation of persons	0	4	0	4	0
25.1	Advisory and assistance services	4,943	10,991	0	11,042	51
25.2	Other services	27,665	25,792	0	25,992	200
25.3	Other purchases of goods and services from Government accounts 1/	2,962	16,783	0	16,808	25
25.4	Operation and maintenance of facilities	11,654	13,389	0	15,663	2274
25.7	Operation and maintenance of equipment	19,176	22,597	0	24,654	2057
26.0	Supplies and materials	1,937	2,005	0	1,708	-297
31.0	Equipment	6,152	6,049	0	2,436	-3613
42.0	Insurance claims and indemnities	0	0	0	100	100
	Total	187,841	220,847	0	227,221	6,374
	1/Other Purchases of Goods and Services From Government Accounts					
	DHS Services	500	508	0	509	1
	Services by Other Government Departments	2,462	16,275	0	16,299	24

NOTE: FY 2008 reflects actual FTE.

WORKING CAPITAL FUND PROGRAMS

TOTAL BUDGETARY RESOURCES													
FY 2008 - 2010													
(Dollars in Thousands)													
	FY 2008 Enacted				FY 2009 Enacted				Recovery Act	FY 2010 Request			
	Activity Approp.	Other Approp. ^{1/}	Other Resrcs. ^{2/}	Total	Activity Approp.	Other Approp. ^{1/}	Other Resrcs. ^{2/}	Total		Activity Approp.	Other Approp. ^{1/}	Other Resrcs. ^{2/}	Total
Working Capital Fund	0	187,841	0	187,841	0	220,847	0	220,847	0	0	227,221	0	227,221
Financial and Administrative Services	0	111,161	0	111,161	0	139,309	0	139,309	0	0	142,613	0	142,613
Field Services	0	39,647	0	39,647	0	41,895	0	41,895	0	0	42,731	0	42,731
Human Resources	0	15,365	0	15,365	0	17,513	0	17,513	0	0	19,747	0	19,747
Telecommunications	0	20,911	0	20,911	0	21,000	0	21,000	0	0	21,000	0	21,000
Investment in Reinvention Fund	0	557	0	557	0	557	0	557	0	0	557	0	557
Non-DOL Reimbursables	0	200	0	200	0	573	0	573	0	0	573	0	573
Total	0	187,841	0	187,841	0	220,847	0	220,847	0	0	227,221	0	227,221

^{1/} "Other Appropriation" is comprised of resources appropriated elsewhere, but for which the benefits accrue toward the operation of the budget activities. (Mgmt Crosscut, Executive Direction, and IT Crosscut)

^{2/} "Other Resources" include funds that are available for a budget activity, but not appropriated such as, reimbursements and fees

WORKING CAPITAL FUND PROGRAMS

AUTHORIZING STATUTES

Public Law / Act	Legislation	Statute No. / US Code	Volume No.	Page No.	Expiration Date
Pub. L. 85-67	Working capital fund; establishment; availability; capitalization; reimbursement	Stat. 210 29 USC 563			June 29, 1957
Pub. L. 86-703	Working capital fund; establishment; availability; capitalization; reimbursement 1960 Amendment	Stat. 755 29 USC 563			Sept. 2, 1960
Pub. L. 91-204	Working capital fund; availability for personnel functions in regional administrative offices	Stat. 26 29 USC 564			Mar. 5, 1970
Pub. L. 102-394	Labor-management dispute settlement expenses. Funds received for services rendered to any entity or person for use of Departmental facilities, including associated utilities and security services, shall be credited to and merged with this fund.	Stat. 1798 29 USC 567			Oct. 6, 1992
Pub. L. 103-112	Working capital fund; comprehensive program of centralized services	Stat 1088 29 USC 563a			Oct. 21, 1993
Pub. L. 104-134	Working capital fund; establishment of an Investment in Reinvention Fund (IRF)	Stat. 1321-211 1321-219 29 USC 564			Apr. 26, 1996

WORKING CAPITAL FUND PROGRAMS

APPROPRIATION HISTORY (Dollars in thousands)

	Budget Estimates to Congress	House Allowance	Senate Allowance	Appropriation	FTE
2004.....1/	20,000	18,000	9,700	13,768	0
2005.....2/	25,000	10,000	15,000	9,920	0
2006.....3/	6,230	6,230	6,230	6,168	0
2007.....	13,954	0	0	0	0
2008.....	12,000	0	0	0	0
2009.....4/	0	0	0	0	0
2010.....	0				0

1/ Reflects a \$ 82,000 reduction pursuant to P.L. 108-199.

2/ Reflects a \$ 80,000 reduction pursuant to P.L. 108-447.

3/ Reflects a \$ 62,000 reduction pursuant to P.L. 109-148.

4/ This bill was only reported out of Subcommittee and was not passed by the Full House.

WORKING CAPITAL FUND PROGRAMS

OVERVIEW

Introduction

The Working Capital Fund (WCF) was established by Public Law 85-67 and amended by Public Laws 86-703 and 91-204 to provide authority, without fiscal year limitation, for expenses necessary to provide certain services and activities on a centralized basis. Under the law, the WCF should be reimbursed in advance from funds available to bureaus, offices, and agencies within the department for which centralized services are performed. Some of the essential administrative functions that are financed through the WCF are Frances Perkins Building operations, payroll operations, procurement, and invoice payment services. These centralized services are performed at rates that will return all expenses of operations in full, including reserves for accrued leave and depreciation of property and equipment. The Investment in Reinvention Fund (IRF) which was established in the DOL Appropriations Act of 1996 is intended to provide a self-sustaining source of financing to DOL agencies for investment in projects designed to produce measurable improvements in agency efficiency and achieve cost savings. Public Law 105-78 amended the WCF authorization in 1997 to authorize an annual transfer of up to \$3,000,000 from unobligated balances in the Department's salaries and expenses account to the unobligated balances of the WCF.

The Working Capital Fund meets its responsibilities through five budget activities which include Financial and Administrative Services, Field Services, Human Resources Services, Telecommunications, and Investment in Reinvention Fund.

The Departmental agencies include in their budget requests an amount required to finance the WCF and to cover the services obtained from organizations financed through the WCF. This amount is subsequently advanced to the WCF after enactment of the Department's appropriation. WCF advances normally are obtained from DOL's agencies at the beginning of each quarter. The cost allocation module utilizes the Department of Labor Accounting and Related Systems (DOLAR\$) functionality for allocating WCF costs among DOL agencies.

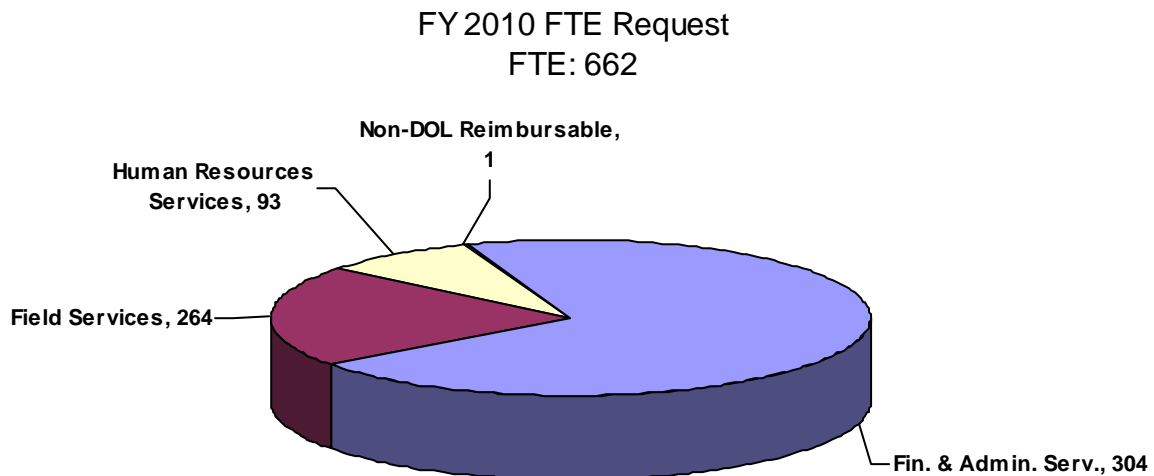
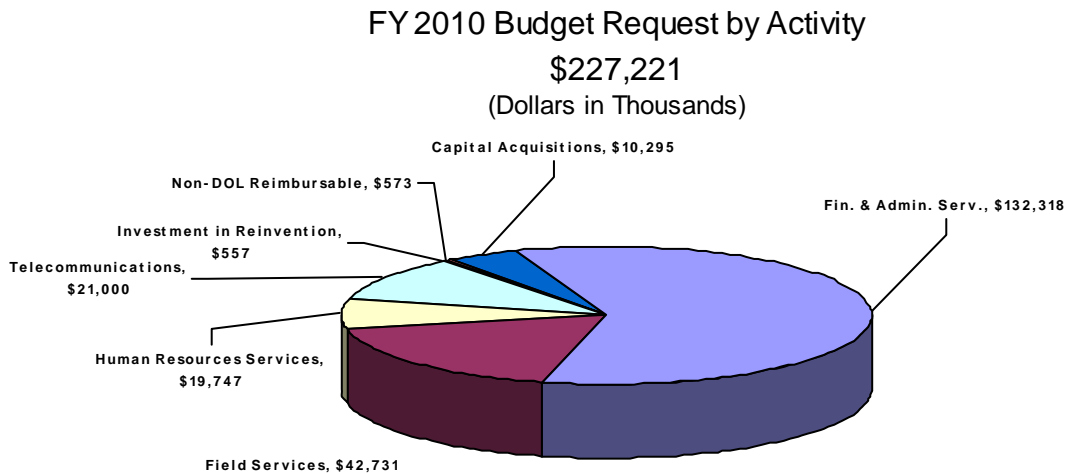
Cost Model

The FY 2010 request directly supports all of the DOL's strategic goals by providing a comprehensive range of centralized services to all agencies of DOL, both at the national and regional levels and will enable the Department to continue managing organizational operating programs and ensure effective management of these programs. The budget request of \$227,221,000 and 662 FTE will continue to support the following program activities: Financial and Administrative Services with a budget request of \$142,613,000 and 304 FTE including a program increase of \$2.0 million and 14 FTE; Field Services with a budget request of \$42,731,000 and 264 FTE; Human Resources Services with a budget request of \$19,747,000 and 93 FTE including a program increase of \$2.0 million and 14 FTE; Telecommunications (FTS2001) with a budget request of \$21,000,000; Investment in Reinvention Fund with a budget request of \$557,000; and Non-DOL Reimbursable Activity with a budget request of \$573,000 and 1 FTE.

WORKING CAPITAL FUND PROGRAMS

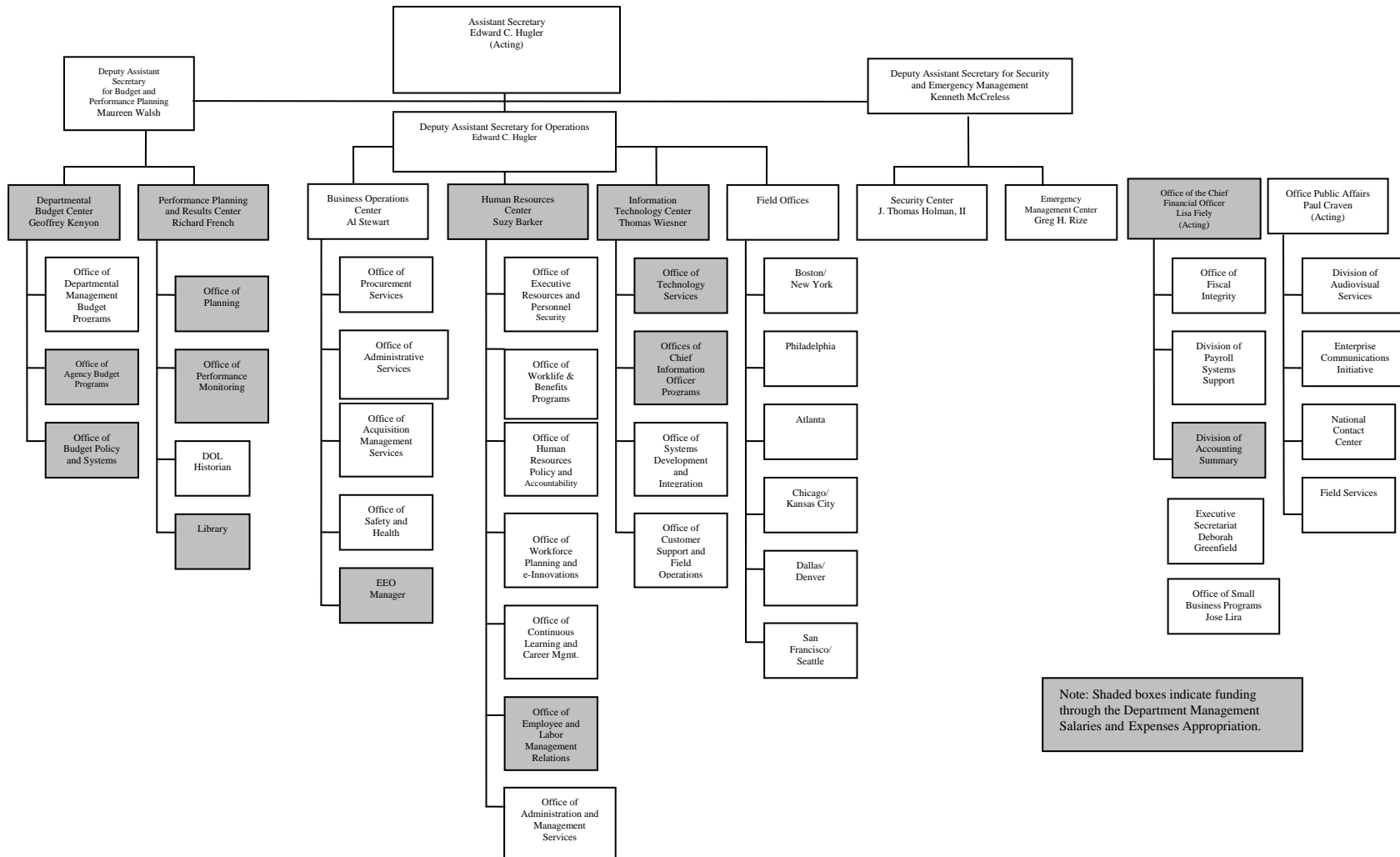
Capital acquisition in the Financial and Administrative Services activity includes \$10,295,000 for departmental systems development.

Based upon the population served, the objective in the WCF programs will be to achieve economies of scale by providing centralized administrative services so that costs of providing services in these areas will increase no more than the annual rate of inflation unless agency service demands increase.



WORKING CAPITAL FUND PROGRAMS

ORGANIZATION CHART



FINANCIAL AND ADMINISTRATIVE SERVICES

BUDGET AUTHORITY BEFORE THE COMMITTEE						
(Dollars in Thousands)						
	FY 2008 Enacted	FY 2009 Enacted	Diff. FY08 Enacted / FY09 Enacted	Recovery Act	FY 2010 Request	Diff. FY09 Enacted / FY10 Req
Activity Appropriation	111,161	139,309	28,148	0	142,613	3,304
FTE	282	290	8	0	304	14

Note: FY 2008 reflects actual FTE. Authorized FTE for FY 2008 was 303.

Introduction

The Financial and Administrative Services activity in the Working Capital Fund (WCF) provides a program of centralized services at both the national and regional levels.

The Office of the Assistant Secretary for Administration and Management (OASAM) provides the infrastructure and support that enables DOL agencies to perform its mission. Within this budget activity, OASAM provides leadership and support for DOL business operations and procurement; budget and finance; information technology; security and emergency management. OASAM achieves its mission through service centers that are functionally organized including the Business Operations Center (BOC); the Information Technology Center (ITC); the Office of Security and Emergency Management (OSEM); and Departmental Budget Center (DBC).

BOC services provides a range of support services including procurement, safety and health, general administrative support, cost determination activities, and operation and maintenance of the France Perkins Building. Procurement services, include the development, negotiation, execution and administration of grants and contracts; resolution of contract disputes, claims and termination; contract close-out activity; the drafting and issuance of solicitations for grant awards; analysis of technical evaluations of grant applications and issuance of appropriate awards; preparation and execution of contract modifications; and the processing of Freedom of Information Act (FOIA) requests involving procurement activity. Safety and health, includes management of the Department's internal safety and health program and employee fitness programs. General administrative support services include space and telecommunications, property and supplies, printing and reproduction, and emergency preparedness. Support services also include cost determination activities for DOL and operation and maintenance of the Frances Perkins Building, which is authorized under delegated authority from the General Services Administration. Funding for DOL's National Headquarters is provided for two purposes: real property operations, including contracts for routine and preventive maintenance support, utilities, cyclical painting and other building services; and recurring repairs involving long-term improvements and maintenance services.

The Information Technology Center (ITC) provides an ongoing deployment of efficient and effective technology infrastructure to its customers including the maintenance of the Department's host computer systems, and new personnel and payroll systems. ITC also has oversight responsibilities of the Department's Federal Telecommunications System (FTS) program.

FINANCIAL AND ADMINISTRATIVE SERVICES

In addition, ITC provides program management and oversight for the DOLNET program. The DOLNET program involves vendor network managed services and telecommunications, Network Operations Center and Security Operations Center, and supporting Enterprise Service Office (ESO) services such as customer service support, change management support, security services and financial, administrative, management of the Enterprise Service Office (ESO). The ESO provides project management and technical leadership for the Department-wide IPv6 project, as well as other support as it relates to DOL Enterprise-wide services, applications, etc.

The Office of Security and Emergency Management Center (OSEM) provides the day-to-day operations of the Department's national office and its assets. OSEM provides security to DOL employees ensuring prompt response to a full spectrum of potential disasters. Also, OSEM is charged with the implementation of standardized procedures, which protect DOL assets, while maintaining continuity of government operations, governing overall programmatic direction and implementation of comprehensive emergency management policies, and supporting various federal response plans.

The Departmental Budget Center, Office of Departmental Management Budget Programs provides budget formulation, justification and execution for the Departmental Management accounts including WCF programs.

The Office of the Chief Financial Officer (OCFO) provides financial operating services including accounting support, government-contract charge card and credit card processing and oversight, voucher auditing and administrative payment services, transit subsidy distribution and management of the Department's national office program. They also maintain high-quality, centralized financial management products, services and systems for DOL. In support of the Department's central accounting operations, the OCFO manages the Department of Labor Accounting and Related Systems (DOLAR\$), DOL's current core accounting system, to ensure delivery of reliable and timely financial data for internal and external use. Accounting system reliability is ensured through continuous analysis of accounting transactions and account reconciliations. OCFO manages the interfaces between DOLAR\$ and the payroll system with other internal and external systems to ensure timely and accurate reports. OCFO is responsible for oversight of the electronic fund transfer (EFT) provisions of the Debt Collection Act of 1996, and ensures that vendor payments are in compliance with the requirements of the Prompt Payment Act. OCFO in partnership with OASAM oversees management of the WCF by ensuring the fund is operated within all legal and regulatory requirements and applying WCF pricing strategies consistent with agreed-upon direction.

Using a timeshare computer facility and the Department's central administrative local area network (LAN) infrastructure, OCFO performs production processing for the DOLAR\$ system, subsystems and components on a daily schedule. OCFO ensures that all required accounting reports are available for the Department to conduct its financial management operations. OCFO is responsible for upgrading Departmental financial systems to conform to statutory and regulatory requirements and operating system and software changes as well as responds to DOL client agency requests for special reports and technical assistance on its financial systems.

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In addition, OCFO provides overall operational support and maintenance for the Department's centralized payroll system and subsystems for the employee compensation and benefits program, including time and attendance tracking. DOL generates payroll reports and other data required by various regulatory agencies, including the Office of Personnel Management (OPM), and ensures quality control over a broad variety of payroll services such as employee retirement, separation processing, union dues reporting, and garnishment and child support deduction processing. In addition, OCFO establishes and monitors payroll, accounting and timekeeper operational policies and procedures. OCFO also designs, develops, and tests central payroll applicable to major automated systems to ensure integration with systems of other federal agencies such as OPM and the U.S. Department of Agriculture (USDA) National Finance Center. As part of the e-payroll initiative to standardize federal payroll processes, DOL migrated to USDA's National Finance Center on April 3, 2005. OCFO continues to manage and provide operational support for this function.

OCFO also manages e-Travel, which is an end-to-end travel management solution that allows for a more efficient and streamlined approach to travel management operations.

The Office of Public Affairs (OPA) was created within the Office of the Secretary of Labor to provide the Department with an information and educational program designed to bring about the widest possible understanding and usage of the Department's programs and services and help ensure compliance with the laws administered by the Department. The OPA is the primary point of contact for all media and the public inquiries. The role of the OPA is to inform and educate Americans about the services, assistance and information that are available to them. Furthermore, OPA provides audiovisual services and regional public affairs activities within this budget activity.

Under the direction of OPA, the Enterprise Communications Initiative (ECI) provides leadership for the coordination and management of the Department's main public website and LaborNet to ensure its information and services are cohesive, accessible, timely, accurate and authoritative. In keeping with stated e-Government goals, ECI is actively reducing and consolidating current Internet and Intranet related hardware systems to minimize duplication of resources within DOL. The integration of the Department's National Contact Center (DOL-NCC) activities and data with DOL websites continues to improve the quality, accuracy and timeliness of the information provided on DOL websites and to reduce call volume.

Included in this activity is funding for a variety of special services. These services include the correspondence control and Department's management support unit under the direction of the Executive Secretariat and the Professional Administration Support Services program, which offers employment and training services for entry level positions within the Department. Additionally, the Office of Small Business Programs assists small businesses in understanding their responsibilities and rules and regulations affecting their businesses under the Small Business Regulatory Enforcement Fair Act of 1996.

Also, funding is included in this activity for the maintenance and development of the Departmental's host computer systems, including the Department's payroll and personnel systems. Funds in this area include both operational funds derived from assessments to DOL

FINANCIAL AND ADMINISTRATIVE SERVICES

agencies for services provided and unobligated balances, which are collected from DOL agencies based upon the depreciation of capitalized assets.

Five-Year Budget Activity History

<u>Fiscal Year</u>	<u>Funding</u> (Dollars in Thousands)	<u>FTE</u>
2005	92,208	314
2006	97,415	317
2007	104,221	282
2008	110,780	303
2009	139,309	290

NOTE: Excludes Recovery Act Funding. See budget activity head table.

FY 2010

The Agency Request level of \$142,613,000 and 304 FTE includes built-ins for a net increase of \$3,304,000 including a program increase of \$2,000,000 and 14 FTE related to increased procurement services workload under the direction of the Office of Assistant Secretary for Administration and Management.

The Office of the Assistant Secretary for Administration and Management (OASAM) will provide the infrastructure and support that enables DOL agencies to perform its mission. OASAM will provide leadership and support for DOL business operations and procurement; budget and finance; information technology; security and emergency management. OASAM achieves its mission through service centers that are functionally organized including the Business Operations Center (BOC); the Information Technology Center (ITC); the Office of Security and Emergency Management (OSEM); and Departmental Budget Center (DBC).

Under the direction of OASAM, BOC will provide a range of support services including procurement, safety and health, general administrative support, cost determination activities, and operation and maintenance of the France Perkins Building. Procurement services, including the development, negotiation, execution and administration of grants and contracts; resolution of contract disputes, claims and termination; contract close-out activity; the drafting and issuance of solicitations for grant awards; analysis of technical evaluations of grant applications and issuance of appropriate awards; preparation and execution of contract modifications will continue. Safety and health services including management of the Department's internal safety and health program and employee fitness programs will be maintained. Furthermore, space and telecommunications, property and supplies, printing and reproduction, and emergency preparedness will continue in FY 2010.

Under the direction of the Information Technology Center (ITC), ongoing deployment of efficient and effective technology infrastructure including the maintenance of the Department's host computer systems and new personnel/payroll systems will be continued. Management and oversight of the DOLNET program including vendor network services and telecommunications including services provided by the Enterprise Service Office (ESO) will be maintained. The

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ESO will provide project management and technical leadership for the Department-wide IPv6 project, as well as other support as it relates to DOL Enterprise-wide services, applications, etc.

Under the direction of the Office of the Chief Financial Officer (OCFO), centralized financial management products, services and systems for DOL will be supported as well as the Department of Labor's New Core Financial Management System (NCFMS) to ensure delivery of reliable and timely financial data for internal and external use. Accounting system reliability is ensured through continuous analysis of accounting transactions and account reconciliations. Management of the interfaces between NCFMS and the payroll system with other internal and external systems to ensure timely and accurate reports will continue to be supported by the OCFO as well as oversight of the electronic fund transfer (EFT) provisions of the Debt Collection Act of 1996.

Other services provided in this activity including correspondence control and management through the Executive Secretariat and Department's management support unit under the direction of the Executive Secretariat and the Professional Administration Support Services program, which offers employment and training services for entry level positions within the Department, will continue. Additionally, the Office of Small Business Programs will continue to assist small businesses in understanding their responsibilities under the federal rules and the regulations (i.e. Small Business Regulatory Enforcement Fair Act of 1996).

FY 2009

Under OASAM's leadership, the Information Technology Center's Employee Computer Network program will continue to adhere to new OMB security requirements and IG audit compliance. ITC will continue to meet the demands of the implementation of all the required NIST 800-53 controls for a system with a "HIG" categorization, automating new security policies and practices to better secure its operating environment and enhancing the ECN's security profile by replacing obsolete hardware and software. In an effort to maintain timely IT services and support to DOL users, the ECN will support secure management of remote wireless access to the ECN; mobile device encryption to better protect PII; two-factor authentication for mobile devices; user account life-cycle process automation and auditing for compliance; and End-of-life hardware refresh.

Furthermore, the ITC's Departmental Computer Network program will continue to provide support for the Department's IT enterprise vision. ITC will continue to provide common Enterprise services and a common Enterprise application hosting environment. With the increase in the number of Enterprise applications planned for DCN hosting, funding will support the secure hosting and operations of existing systems as well as new systems including Enterprise Architecture Tool (DEAMS), DEBS GSS Support, e-Adjudication GSS Support, Document Management/Record Management system Phase 1, Enterprise Services Office (ESO) Universal Tool, and FISMA Reporting Tool (CSAM).

To comply with Homeland Security Presidential Directive 12 (HSPD-12) requirements, OASAM will provide for a secure infrastructure that proactively assures integrity, confidentiality, and availability of DOL data and information systems. The DOL's Personal Identity Verification II

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(PIV-II) system ensures compliance of HSPD-12 requirements for issuance of secure, reliable and interoperable forms of identification to eligible federal and contractor personnel. This automated system issues credentials that meet HSPD-12 and Federal Information Processing (FIPS)-201 requirements for credentials that are issued based on verifying an individual employee's identity; strongly resistant to identity fraud, tampering, counterfeiting and terrorist exploitation; can be rapidly authenticated electronically; and issued only by providers whose reliability has been established by an official accreditation process.

In support of OMB's efforts to maintain a Budget Formulation and Execution (BF&E) Line of Business (LoB), DOL has assumed a leadership role in helping to discover the strategic value of automating the budget process and delivering a future electronic budget interface to OMB for access to Labor's submission. DEBS will continue to move into operations and maintenance status in FY 2009. In addition, OASAM will continue to provide contract support for an independent audit of the Federal Procurement Data Systems (FPDS) data entries as well as the award and close-out process.

The Office of Security and Emergency Management will continue their efforts to support the emergency management and continuity programs across the entire Department. Establishing minimum communications and continuity requirements to support execution of agency essential functions as mandated by NCSD 3-10 will continue to be undertaken. In FY 2009, along with the initial implementation plan, the projected timeline to reach full implementation of NCSD 3-10 is on target. As DOL is a Category 2 agency, the projected timeline addresses NCSD 3-10 Category 2 requirements for DOL headquarters, alternate operating facilities, and Senior Leadership.

The OCFO will continue to work towards the implementation of the DOL New Core Financial Management System to support DOL agency programs. Continuation of the system will ensure the availability of timely, accurate, reliable and useful financial information that can be used to better discern how well programs deliver results in regards to the resources invested. The DOL legacy Financial Management Systems, DOLAR\$ is over 18 years old and the technology is antiquated (Mainframe COBOL system). DOLAR\$ predates laws that place additional demands on financial management systems including the CFO Act of 1990, Government Performance and Results Act of 1993, Government Management Reform Act of 1994, Clinger Cohen Act of 1996, Reports Consolidation Act of 2000, and Federal Information Security Management Act of 2002. Additionally, support will be provided for the DOL NCFMS Project Management Office and Independent Verification & Validation (IV&V) contractor activities to oversee full implementation and final operation by end of FY 2009.

The OCFO will continue to oversee all financial management activities relating to the Department's programs and operations. Program activity plans for FY 2009 includes continuing to support the Department adherence to the Improper Payments Improvement Act (IPIA) of 2002 and OMB Circular A-123 to improve the accuracy, timeliness, and usefulness of financial information. Moreover, efforts will continue in support of the Department's Improper Payments Information Act (IPIA) to meet the improper payments reduction and recovery targets, continued execution of corrective and preemptive action plans, and ensure that agency internal controls

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over financial reporting and systems are well documented, sufficiently tested, and properly assessed.

Finally, the OCFO will continue to oversee the maintenance and upgrades of the Cost Analysis Manager (CAM) System to improve the accuracy, timeliness, and usefulness of financial information; and to ensure effective and efficient cost-to-benefit planning. Upgrades and enhancements will enable CAM's utilization by more managers throughout the Department and managers will have the capability to evaluate programmatic and financial goals when making critical decisions regarding their programs. Specifically, the functions that will be performed will be maintaining and supporting the CAM Project Management Office (PMO) at DOL; providing agency training and conducting briefing; automating data extracts and revise models; updating quarterly and provide support to the separate FY 2009 agency cost models; developing and revising CAM reports; and supporting Budget and Performance Integration (BPI) efforts.

FY 2008

Under the leadership of OASAM, the Department implemented OMB's mandated Commercial Services Management which required Federal agencies' to begin tracking business process reengineering efforts that rely on disciplined management practices excluding the involvement of public-private competition or the potential conversion of work from the government to the private sector.

The Department continues to have the most timely workers' compensation claim submission performance in the entire Federal government for FY 2008 based on available information at the end of the fiscal year. Also, in June 2008, DOL received the White House Closing the Circle Award for Leadership in Federal Environmental Stewardship in recognition for outstanding achievement because of the Department's significant contribution to environmental stewardship for the development DOL's Automobile Use Tracking In-Line System (AUTOS), a database management and information system that tracks DOL's vehicular fleet utilization. OASAM received the Department of Veterans Affairs' *Federal Champion of Veteran Enterprise Award* in June 2008, which is presented to high performance organizations that have demonstrated extraordinary leadership for awarding significant contracts dollars to service-disabled veterans firms.

A September 2008 audit report issued by the Office of Inspector General states that the transfer of the Job Corps procurement function from the Employment and Training Administration to BOC's Office of Procurement Services has strengthened Job Corps's procurement process. Negotiated contracts of over \$5 million in construction project contract claims submitted by contractors prior to the transfer of the Job Corps' contracting function to OASAM were down to \$1.4 million—a savings of \$3.5 million.

The Office of Public Affairs (OPA) carried out comprehensive information and audio-visual programs nationwide that kept pace with Department initiatives and communication responsibilities affecting the United States workforce and workplaces. Communication products were produced to educate employers and employees about ways to reduce workplace-related deaths and injuries; increase participation in private pension savings plans; inform the employed

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and unemployed about the benefits of continuing their education; educate employers about labor laws; inform minorities, women veterans and others about their employment rights and provide advise on establishing and operating successful small businesses; and provide grants to businesses and educational institutions to increase employment.

Under the leadership of the Office of Chief Financial Officer (OCFO), the Department earned a number of accolades in recognition of its ongoing commitment to accountability, integrity, and transparency. In one area in particular, OCFO won the 2008 Excellence in Information Integrity Award as a result of efforts in the development of the Departments Managerial Cost Accounting Program. OCFO's efforts let to the Department earning its twelfth consecutive clean opinion from the independent auditor. The Department also earned its eighth consecutive Certificate of Excellence in Accountability Reporting (CEAR) from the Association of Government Accountants. OCFO staff resolved many open audit findings and drafted several new policy documents to ensure the Department's continued adherence to Federal laws, regulations, and OMB guidance.

The Office of Security and Emergency Management (OSEM) continued to support the emergency management and continuity programs across the entire Department. Efforts were undertaken to procure specific communications systems required by the National Communications System Directive 3-10 (NCS D 3-10) for the Department of labor headquarters and alternate facilities. Build out of a shell for a Sensitive Compartmented Information Facility (SCIF) to house many of the required secure communications systems began in FY 2008. These communications systems will allow for increased secure communications capabilities for the Secretary and senior management, improved business processes across the Department, and meet individual agency secure communications needs. OSEM made IT and communications enhancements to the Department's devolution site in support of the National Security Presidential Directive 51/Homeland Security Presidential Directive 20 (NSPD-51/HSPD-20). Enhancements were made to ensure that the Departments and its agencies would have devolution capability for the continuation of mission essential functions in the event of a catastrophic emergency in the National Capital Region. These enhancements were in the area of information technology equipment, security, communications capabilities outside of the NCS D 3-10 scope, and other office equipment to enable the functionality of the devolution sited.

The Information Technology Center continued to provide timely and reliable core end-user IT services through the Employee Computer Network/Department Computer Network (ECN/DCN) technology program in FY 2008. Some of these services included internet access, remote access, e-Mail, Blackberry, Desktop, File & Print, and Data Storage. The investment exceeded its target metrics for service delivery in the following:

Core End-User Services Uptime:	Target: 95%	Achieved: 99:6%
Help Desk Response Time:	Target: 30 sec	Achieved: 14 sec

To enhance the protection of government information/IT assets, and per OMB direction, the ECN/DCN successfully implemented the Federal Common Desktop Configuration and two-factor authentication. The ECN/DCN also introduced a new secure wireless service to its end-user service catalog and was instrumental in the successful deployment to production of many

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DOL-wide applications such as e-Judication, eCPIC, and DEAMS. Further, the ECN/DCN successfully executed the first full COOP failover test and provided effective support to the Federal government's National Level Exercise 2-08.

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BUDGET ACTIVITY by OBJECT CLASS						
(Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req / FY 09 Enacted
11.1	Full-time permanent	28,437	29,122	0	31,077	1,955
11.5	Other personnel compensation	185	1,400	0	1,400	0
11.9	Total personnel compensation	28,622	30,522	0	32,477	1,955
12.1	Civilian personnel benefits	10,293	11,797	0	12,475	678
21.0	Travel and transportation of persons	579	593	0	593	0
22.0	Transportation of things	9	32	0	32	0
23.1	Rental payments to GSA	3,468	3,642	0	3,660	18
23.3	Communications, utilities, and miscellaneous charges	4,024	7,275	0	7,306	31
24.0	Printing and reproduction	133	68	0	68	0
24.1	Travel and transportation of persons	0	4	0	4	0
25.1	Advisory and assistance services	4,152	10,036	0	10,086	50
25.2	Other services	21,894	22,091	0	22,088	-3
25.3	Other purchases of goods and services from Government accounts 1/	1,704	12,205	0	12,202	-3
25.4	Operation and maintenance of facilities	11,654	13,374	0	15,648	2,274
25.7	Operation and maintenance of equipment	17,543	20,584	0	22,603	2,019
26.0	Supplies and materials	1,434	1,434	0	1,170	-264
31.0	Equipment	5,652	5,652	0	2,101	-3,551
42.0	Insurance claims and indemnities	0	0	0	100	100
Total		111,161	139,309	0	142,613	3,304
1/Other Purchases of Goods and Services From Government Accounts						
	Services by Other Government Departments	1,581	12,075	0	12,071	-4
	DHS Services	123	130	0	131	1

FINANCIAL AND ADMINISTRATIVE SERVICES

CHANGES IN FY 2010

(Dollars in Thousands)

Activity Changes

Built-In

To Provide For:

Costs of pay adjustments	560
Personnel benefits	234
Federal Employees Compensation Act (FECA)	16
Travel	4
GSA Space Rental	20
Communications, utilities & miscellaneous charges	31
Advisory and assistance services	50
Other services	139
Other government accounts (DHS Charges)	1
Purchase of goods and services from other Government accounts	56
Operation and maintenance of facilities	62
Operation and maintenance of equipment	97
Supplies and materials	7
Equipment	26
Insurance claims and indemnities	1

Built-Ins Subtotal **1,304**

Net Program **2,000**

Direct FTE **14**

	Estimate	FTE
Base	140,613	290
Program Increase	2,000	14

FIELD SERVICES

BUDGET AUTHORITY BEFORE THE COMMITTEE						
(Dollars in Thousands)						
	FY 2008 Enacted	FY 2009 Enacted	Diff. FY08 Enacted / FY09 Enacted	Recovery Act	FY 2010 Request	Diff. FY09 Enacted / FY10 Req
Activity Appropriation	39,647	41,895	2,248	0	42,731	836
FTE	237	264	27	0	264	0

NOTE: FY 2008 reflects actual FTE. Authorized FTE for FY 2008 was 243.

Introduction

The Field Services activity in the Working Capital Fund (WCF) provides leadership, planning, direction and coordination for administrative programs to all Department organizations through the DOL regions; represents the Assistant Secretary for Administration and Management OASAM in all administrative matters within the DOL regions; and assists in the development, implementation and modification of the Department's programs in the field.

Under the direction of the Office of the Assistant Secretary for Administration Management (OASAM), services are provided in the areas of financial management, human resources management, information technology management, safety and health, and general administrative support. OASAM has regional offices in the following six cities: Boston, Philadelphia, Atlanta, Chicago, Dallas, and San Francisco. In addition, OASAM has field offices in New York, Kansas City, Missouri, and Seattle.

Five-Year Budget Activity History

<u>Fiscal Year</u>	<u>Funding</u> (Dollars in Thousands)	<u>FTE</u>
2005	35,953	290
2006	37,083	290
2007	38,799	243
2008	39,647	243
2009	40,499	243

NOTE: Excludes Recovery Act Funding. See budget activity head table.

FY 2010

The Field Services activity request of \$42,731,000 and 264 FTE includes built-ins for a net increase of \$836,000. This activity will continue a comprehensive level of services in the six regional cities and field offices and continue planning for Continuity of Operations to equip field offices to respond to emergencies. The OASAM Regional offices will continue to explore new opportunities for providing cost effective services to their customers.

FIELD SERVICES

FY 2009

This budget activity will support the changing demands of the nation's workers and employers in the 21st Century through a structured Department-wide succession plan, identifying and eliminating skills gaps in the workforce, and expanding targeted recruitment programs.

The budget activity will ensure safe and healthy workplaces for DOL employees and Job Corps students by reducing the rate of occurrence of lost-time accidents, injuries and illnesses and by reducing the rate of lost production days, and inspecting 100% of DOL worksites. Cost-effective and secure information technology architectures will continue to support the DOL program goals and to provide linkages among administrative and programmatic data systems. A full range of support services will be continued in the areas of small purchases, property and space management, telephone installation and mail services.

DOL field managers rely on performance information to improve the quality and cost-effectiveness of services to the public and conduct regular quality assessments to determine data reliability. DOL field managers will continue support services that enable DOL field offices to be citizen-centered, not bureaucracy-centered; results-oriented, not output-oriented; and market-based-actively promoting rather than stifling innovation through competition. Customer oriented support services in the region are undertaken in the areas of financial, human resources, and information technology management along with safety and health programming and other general administrative support that are locally vs. nationally based.

FY 2008

Space elimination, consolidation and co-location of DOL offices have been a leading initiative at the Department for a number of years. The Department implemented a strategy to eliminate non-mission dependent space, increase utilization rates and reduce the costs of the properties leased by GSA and assigned to the Department. During FY 2008, all of the regional offices and several field offices contributed to this initiative by continuing to reduce and eliminate space where possible. As a result, several offices were closed and/or consolidated releasing a large number of square footage.

In the Financial Management area, a successful consolidation and transfer of finance functions into other OASAM Field Offices was accomplished. As a result of the Finance Reorganization within the OASAM Field Offices, several functions that fall under the purview of finance were consolidated into one of the six OASAM Regional Offices. An example of this consolidation occurred in the Chicago Regional Office where all of the financial management duties were evaluated, split, and moved into three RFOs – Atlanta, Chicago, and San Francisco. During this massive project, staff were seamlessly reassigned into new positions within OASAM. Because of this reorganization, savings in excess of \$1,000,000 is projected over the next five years.

Continuity of Operations (COOP) plans continued to evolve in the Field Offices in FY 2008. Trans-agency COOP teams were established in the Chicago/Kansas City Regional Offices where briefings were held in several regional locations and testing continued during the first full-

FIELD SERVICES

deployment exercise ever conducted at the regional level in Philadelphia Regional Office. More than 50 DOL contingency team members from nearly a dozen alternate relocation sites participated in the city-wide Liberty Down 08 COOP exercise from the Philadelphia Regional Office and a devolution site was established in Dallas in the event of a man-made or natural disaster in the Capital region. Dallas also identified essential personnel and their roles to ensure that the Department is able to continue its mission and carry out situational training events to ensure that these employees can respond appropriately and effectively in a devolution/COOP situation.

Under the umbrella of safety and health, Field Offices met or exceeded all four Presidential SHARE goals. In FY 2008, the Kansas City region reduced its total injury case rate by 17% and both Chicago and Kansas City filed 100% timely the entire year. The San Francisco Regional Office's total injury case rate improved by 34.8% and the timeliness of filing goal rate was also 100%. Mandatory safety and health training for new supervisors were offered in all regions annually and a variety of training courses including EAP and FOH were provided to employees throughout the year.

FIELD SERVICES

BUDGET ACTIVITY by OBJECT CLASS						
(Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req / FY 09 Enacted
11.1	Full-time permanent	20,004	20,996	0	21,414	418
11.5	Other personnel compensation	860	750	0	768	18
11.9	Total personnel compensation	20,864	21,746	0	22,182	436
12.1	Civilian personnel benefits	9,791	11,093	0	11,449	356
21.0	Travel and transportation of persons	789	589	0	658	69
22.0	Transportation of things	22	11	0	19	8
23.1	Rental payments to GSA	3,592	3,653	0	3,671	18
23.3	Communications, utilities, and miscellaneous charges	531	441	0	486	45
24.0	Printing and reproduction	54	60	0	60	0
25.1	Advisory and assistance services	0	216	0	215	-1
25.2	Other services	508	626	0	634	8
25.3	Other purchases of goods and services from Government accounts 1/	1,258	1,200	0	1,202	2
25.7	Operation and maintenance of equipment	1,500	1,501	0	1,539	38
26.0	Supplies and materials	329	414	0	350	-64
31.0	Equipment	409	345	0	266	-79
Total		39,647	41,895	0	42,731	836
1/Other Purchases of Goods and Services From Government Accounts						
	Services by Other Government Departments	881	830	0	832	2
	DHS Services	377	370	0	370	0

FIELD SERVICES

CHANGES IN FY 2010

(Dollars in Thousands)

Activity Changes

Built-In

To Provide For:

Costs of pay adjustments	436
Personnel benefits	223
Federal Employees Compensation Act (FECA)	64
Travel	6
Transportation of things	8
GSA Space Rental	18
Communications, utilities & miscellaneous charges	45
Other services	10
Purchase of goods and services from other Government accounts	8
Operation and maintenance of equipment	12
Supplies and materials	3
Equipment	3
Built-Ins Subtotal	836

	Estimate	FTE
Base	42,731	264

HUMAN RESOURCES SERVICES

BUDGET AUTHORITY BEFORE THE COMMITTEE						
(Dollars in Thousands)						
	FY 2008 Enacted	FY 2009 Enacted	Diff. FY08 Enacted / FY09 Enacted	Recovery Act	FY 2010 Request	Diff. FY09 Enacted / FY10 Req
Activity Appropriation	15,365	17,513	2,148	0	19,747	2,234
FTE	78	79	1	0	93	14

NOTE: FY 2008 reflects actual FTE. Authorized FTE for FY 2008 was 74.

Introduction

The Human Resources Services activity in the Working Capital Fund provides leadership, guidance, and technical expertise in all areas related to management of the Department's human resources, including recruitment and development of staff, management of personnel systems, and leadership in labor management partnership. Key roles of the Human Resources Services activity include ensuring that employees have job-based competencies and skills necessary to accomplish organizational goals and objectives and providing employees with tools for career management and growth and planning assistance for potential second careers inside and outside of the Department. Furthermore, services are provided to Department of Labor employees to improve and support work and family life, and direct human resource support and services for OASAM and OASAM client agencies.

Under the direction of Office of the Assistant Secretary for Administration and Management (OASAM), components of this activity focus on a strategic planning process that will result in sustained leadership and assistance to DOL agencies in recruiting, developing and retaining a high quality, diverse workforce that effectively meets the changing mission requirements and program priorities of the Department.

Some of the functions under the direction of the Human Resources Services activity include developing human resource programs and providing Departmental leadership and direct client services for staffing, classification, performance management, and pay administration; assisting DOL managers in executive management and providing advisory services related to organizational design; performing related program analysis and evaluation and managing supporting automated systems; representing the Department to the Office of Personnel Management and the Merit Systems Protection Board in matters related to human resource issues and related responsibilities; and providing leadership and expert assistance in Departmental employee relations and labor management relations matters.

Other functions include administering DOL's collective bargaining agreements, providing policy and technical guidance regarding employee and labor relations issues; representing the Department of Labor in negotiations and proceedings before various third parties; providing Departmental guidance and technical assistance in matters related to employee benefits and direct benefits counseling and services for employees of OASAM and client Agencies; producing the Department's internal communication media, including Labor Exchange and

HUMAN RESOURCES SERVICES

OASAM Newsletter, and disseminating human resource management regulations and program information through paper and electronic media, e.g., LaborNet.

Five-Year Budget Activity History

<u>Fiscal Year</u>	<u>Funding</u> (Dollars in Thousands)	<u>FTE</u>
2005	10,384	80
2006	10,574	80
2007	10,797	82
2008	15,292	74
2009	16,147	74

NOTE: Excludes Recovery Act Funding. See budget activity head table.

FY 2010

The Human Resources activity request of \$19,747,000 and 93 FTE includes built-ins for a net increase of \$233,000 and a program increase of \$2,000,000 and 14 FTE for FY 2010. Under the Office of the Assistant Secretary for Administration and Management leadership, this activity will continue to operate the Department's "steady state" operation and maintenance of e-Human Resource systems.

A program increase is being requested to enhanced human resources services workload enabling DOL to continue to carry out its Strategic Human Capital Management program. Funding will support 14 FTE and associated costs and provide for the continued cost of contractors necessary to support systems' administration, customer support and triage, product upgrade and training.

Under the direction of this activity, the Department will continue improving the performance management system; and will continue workforce planning and strengthening, bridging skill gaps through competency assessments, revitalizing the workforce, and shaping the workforce of tomorrow.

FY 2009

In FY 2009, this budget activity will consolidate the costs necessary to run the Department's "steady state" e-HR systems. Each of the systems, the DOL Online Opportunities Recruitment System (DOORS), USAJOBS interface, e-OPF, e-Clearance, e-Reporting, e-Training system administration and the Labor & Employee Relations Management (LERMS) will successfully meet their OMB alignment milestones and moved from the development stage.

The Department will continue recruiting, retaining, and developing talented employees enabling DOL to carry out its goals for the strategic management of human capital. Through a comprehensive approach, which includes effective performance management, professional development, succession planning, emergency readiness, and continuous learning, the Department will be able to build upon its workforce skills to accomplish the mission, goals, and organizational objectives.

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FY 2008

DOL continued to use technological tools through further enhancements of the Department's Online Opportunities and Recruitment System (DOORS) and other aggressive outreach and recruitment efforts to attract a highly-skilled and diverse workforce, including persons with disabilities. To address the growing challenges of attracting and retaining highly qualified employees, DOL used various Departmental and Office of Personnel Management (OPM) hiring authorities, regulations, life-long learning initiatives, and workplace flexibilities. In addition, career development and succession planning opportunities such as the DOL Senior Executive Service (SES) Candidate Program, Management Development Program, and MBA Fellows programs were fully utilized. In order to efficiently meet our goals, the Department pursued and implemented numerous eHR Initiatives such as eOPF (Official Personnel folder), eLearning, eClearance, eEquip.

HUMAN RESOURCES SERVICES

BUDGET ACTIVITY by OBJECT CLASS						
(Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req / FY 09 Enacted
11.1	Full-time permanent	5,696	7,677	0	9,242	1,565
11.5	Other personnel compensation	1,123	275	0	282	7
11.9	Total personnel compensation	6,819	7,952	0	9,524	1,572
12.1	Civilian personnel benefits	1,652	1,793	0	2,181	388
21.0	Travel and transportation of persons	489	247	0	250	3
23.1	Rental payments to GSA	598	647	0	650	3
23.3	Communications, utilities, and miscellaneous charges	20	2	0	1	-1
24.0	Printing and reproduction	20	3	0	1	-2
25.1	Other services	791	739	0	741	2
25.2	Other services	4,706	2,518	0	2,713	195
25.3	Other services	0	3,378	0	3,404	26
25.4	Operation and maintenance of facilities	0	15	0	15	0
25.7	Operation and maintenance of equipment	5	10	0	10	0
26.0	Supplies and materials	174	157	0	188	31
31.0	Equipment	91	52	0	69	17
Total		15,365	17,513	0	19,747	2,234
1/Other Purchases of Goods and Services From Government Accounts						
	DHS Services	0	8	0	8	0
	Services by Other Government Departments	0	3,370	0	3,396	26

HUMAN RESOURCES SERVICES

CHANGES IN FY 2010

(Dollars in Thousands)

Activity Changes

Built-In

To Provide For:

Costs of pay adjustments	161
Personnel benefits	37
Travel	1
GSA Space Rental	3
Advisory and assistance services	4
Other services	28
Built-Ins Subtotal	234

Net Program	2,000
Direct FTE	14

	Estimate	FTE
Base	17,747	79
Program Increase	2,000	14

TELECOMMUNICATIONS

BUDGET AUTHORITY BEFORE THE COMMITTEE						
(Dollars in Thousands)						
	FY 2008 Enacted	FY 2009 Enacted	Diff. FY08 Enacted / FY09 Enacted	Recovery Act	FY 2010 Request	Diff. FY09 Enacted / FY10 Req
Activity Appropriation	20,911	21,000	89	0	21,000	0
FTE	0	0	0	0	0	0

Introduction

The Department's Long Distance Telecommunications program promotes the effective and efficient procurement and use of long distance telecommunications services by providing high value low cost long distance telecommunications services and solutions to support DOL program activities; maintaining continuity of service for all long distance telecommunications services (both voice and data); reducing the cost of long distance services by fully participating in all strategic sourcing and government-wide procurement vehicles; and consolidating departmental agencies IT network resources.

This budget activity provides payments to the General Services Administration (GSA) for Departmental Federal Telecommunications. The Federal Telecommunications System (FTS) is a domestic, long-distance service provided by a commercial carrier under contract to GSA.

DOL converted its telecommunications services to the FTS2001 system during FY 1991. Under the direction of the Office of the Assistant Secretary for Administration and Management (OASAM), increased monitoring of FTS2001 traffic and billing data was undertaken since this conversion to ensure equitable distribution of costs both to the Department in total and internally to DOL agencies. Departmental staff meets periodically with GSA to ensure that the billing of FTS2001 services is properly documented.

The Working Capital Fund (WCF) is used to fund this payment centrally in the Department so that GSA can submit a consolidated invoice to the Department for FTS2001 services. DOL's assessment is billed in total to the WCF, where the cost of services is distributed to the DOL agencies.

Five-Year Budget Activity History

<u>Fiscal Year</u>	<u>Funding</u> (Dollars in Thousands)	<u>FTE</u>
2005	21,106	0
2006	21,106	0
2007	25,785	0
2008	25,785	0
2009	21,000	0

NOTE: Excludes Recovery Act Funding. See budget activity head table.

TELECOMMUNICATIONS

FY 2010

During FY 2010, the Department will transition from FTS2001, the current General Services Administration (GSA) government-wide long distance telecommunications program to Networx. DOL is currently on target to meet the transition schedule.

FY 2009

The Long Distance Telecommunications funding includes the cost of moving from FTS2001, the current General Services Administration (GSA) government-wide long distance telecommunications program to Networx, the new GSA long distance telecommunications program called Networx; an expected increase in per unit pricing for Networx service; and the inclusion of cellular and other wireless service which is currently provide by other GSA contract vehicles and other DOL funding sources.

Transition activities to move the long distance telecommunications to the Networx contract vehicle began during the First Quarter of FY 2008 and continue through FY 2009. DOL is currently on target to meet our transition schedule.

FY 2008

Under the direction of the Assistant Secretary for Administration and Management, policies, procedures, and practices continued to streamline services and reduce costs. Transition activities to move the long distance telecommunications to the Networx contract vehicle moved forward in FY 2008 shifting several DOL client agencies to the new system as scheduled. The remaining DOL agencies are on target to transition to Networx in FY 2009 and FY 2010.

TELECOMMUNICATIONS

BUDGET ACTIVITY by OBJECT CLASS						
(Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req / FY 09 Enacted
23.3	Communications, utilities, and miscellaneous charges	20,911	21,000	0	21,000	0
Total		20,911	21,000	0	21,000	0

TELECOMMUNICATIONS

CHANGES IN FY 2010

(Dollars in Thousands)

Activity Changes

Built-In

To Provide For:

Built-Ins Subtotal

0

Estimate

FTE

Base

21,000

0

INVESTMENT IN REINVENTION

BUDGET AUTHORITY BEFORE THE COMMITTEE						
(Dollars in Thousands)						
	FY 2008 Enacted	FY 2009 Enacted	Diff. FY08 Enacted / FY09 Enacted	Recovery Act	FY 2010 Request	Diff. FY09 Enacted / FY10 Req
Activity Appropriation	557	557	0	0	557	0
FTE	0	0	0	0	0	0

Introduction

An Investment in Reinvention Fund (IRF) was established within the Working Capital Fund for the Department of Labor (DOL) in the DOL Appropriations Act of 1996. The IRF is intended to provide a self-sustaining source of financing to DOL agencies to invest in projects designed to produce measurable improvements in agency efficiency and to achieve cost savings.

For each project funded by this activity, the amount borrowed from the fund by a DOL agency must be repaid to the fund no later than September 30th of the following fiscal year, of which the project is completed. Repayments will be made from accounts anticipated to receive the greatest long-term benefit from the project at the time the loan is made. As repayments are made to the fund, new loans will be made for new projects, achieving new savings and continually replenishing the fund.

Five-Year Budget Activity History

<u>Fiscal Year</u>	<u>Funding</u> (Dollars in Thousands)	<u>FTE</u>
2005	557	0
2006	557	0
2007	557	0
2008	557	0
2009	557	0

NOTE: Excludes Recovery Act Funding. See budget activity head table.

FY 2010

Continued funding within this budget activity will be made available to DOL agencies to invest in projects designed to produce improvements in agency efficiency and to achieve cost savings.

FY 2009

Funding within this budget activity will be available to DOL agencies to invest in projects designed to produce improvements in agency efficiency and to achieve cost savings.

INVESTMENT IN REINVENTION

FY 2008

Requests for new projects were not received during FY 2008.

INVESTMENT IN REINVENTION

BUDGET ACTIVITY by OBJECT CLASS (Dollars in Thousands)						
		FY 2008 Enacted	FY 2009 Enacted	Recovery Act	FY 2010 Request	Change FY 10 Req / FY 09 Enacted
25.2	Other services	557	557	0	557	0
Total		557	557	0	557	0

INVESTMENT IN REINVENTION

CHANGES IN FY 2010

(Dollars in Thousands)

Activity Changes

Built-In

To Provide For:

Built-Ins Subtotal

0

Estimate

FTE

Base

557

0