



# "ALONG THE CLOCKTOWER" FINANCIAL MANAGEMENT CENTER NEWSLETTER—OCTOBER, 2008



*Providing USAREUR and 7<sup>th</sup> Army with critical Financial Management information since October, 2008.*

## Letter from the Director

By COL Luis B. Crespo

Thank you for taking the time to read the inaugural newsletter from the 266<sup>th</sup> Financial Management Center. I promise this will be time well spent and you will find the articles in our newsletter both informative and useful.

The 266<sup>th</sup> FMC has been in existence since the transformation of the 266<sup>th</sup> Finance Command in July. The finance battalions (106<sup>th</sup> and 208<sup>th</sup>) deactivated and garrison finance support became the responsibility of the 266<sup>th</sup> FMC's Pay Center of Excellence (PCE). Our headquarters was moved from Schwetzingen to Kleber Kaserne in Kaiserslautern and is assigned to the 21<sup>st</sup> Theater Sustainment Command.

The 266<sup>th</sup> FMC provides finance support in Belgium and the Netherlands through the Benelux Finance Office and to Italy and SETAF through our Italy Finance Office. We support the remainder of EUCOM and AFRICOM through our Pay Center of Excellence which has 12 Finance Customer Support Teams (FCSTs) in Germany. Additionally, we have a Wounded Warrior Assistance Team at the Landstuhl Regional Medical Center.

Upon your arrival to theater, we will start your military pay entitlements – which could include cost of living allowance (COLA) and overseas housing allowance (OHA). Our FCSTs are responsible for receiving and reviewing your PCS travel voucher and, if applicable, your claim for temporary lodging allowance (TLA). Beyond these arrival transactions, you might interface with the 266<sup>th</sup> FMC for deployment travel, temporary duty (TDY) travel, or changes to your military pay entitlements during your assignment. For example, marriage or birth of a child could change your housing allowance or COLA.

I promise that we will endeavor to be the subject matter experts for all finance related pay entitlements – and we will also endeavor to provide the timely and accurate support our customers so richly deserve.

## FY09 Defense Budget Approved by President—Includes Funding for Stop Loss Special Pay

President Bush signed the "sprawling stopgap spending bill" entitled the "Consolidated Security, Disaster Assistance and Continuing Appropriations Act" on 30 September that included \$488 Billion for the Pentagon to spend in Fiscal Year (FY) 2009. Section 8116 of the bill also appropriated \$72M for a new Stop-Loss Special Pay. The approved bill states that:

"Such amount shall be made available to the Secretaries of the military departments only to provide special pay during FY 2009 to members of the Army, Navy, Air Force, and Marine Corps, including members of their reserve components who at any time during FY09, serve on active duty while the members' enlistment or period of obligated service is extended, or whose eligibility for retirement is suspended...The amount of the special pay paid under

### INSIDE THIS ISSUE

Current Finance News	1-2
Finance Transformation in USAREUR	3
Travel Tab	5
DIMHRS Data	6
Unit S1 / PAC Page	7
Finance Links	8
Customer Support Team Information	9-10

### 3<sup>rd</sup> Annual

## "National Save for Retirement Week"

19–25 October, 2008

National Save for Retirement Week is the first Congressional effort created three years ago to encourage more Americans to save for retirement. It aims to encourage public awareness about the importance of adequate retirement savings and the availability of employer-sponsored retirement plans, by calling on the federal government, states, localities, schools, nonprofit organizations, citizens, businesses, and other entities, to observe the week with appropriate programs and activities with the goal of increasing the retirement savings of all Americans.

Some good websites for you and your Soldiers with invaluable information and resources for this year's program or any week of the year include:

- [www.americasavesweek.org](http://www.americasavesweek.org)
- [www.militarysaves.org](http://www.militarysaves.org)
- [www.savingsbonds.gov](http://www.savingsbonds.gov)
- [www.tsp.gov](http://www.tsp.gov)
- [www.dfas.mil/retiredpay.html](http://www.dfas.mil/retiredpay.html)

subsection (a) to or on behalf of an eligible member may not exceed \$500 per month for each month or portion of a month during FY09 that the member is retained on active duty as a result of application of the stop-loss authority...IMPLEMENTATION PLAN.—Before obligating or expending any of the funds made available, the Secretary of Defense shall submit to the Committees on Appropriations of the House of Representatives and the Senate a report containing a plan for the provision of the special pay authorized by this section."

SO WHAT?! Soldiers affected by Stop-Loss may see as much as \$500 per month. Once the Secretary of Defense briefs Congress, a Military Pay Message will be disseminated to the field. We will pass implementation guidance to you as soon as we receive it.



## COLA, OHA Decrease across USAREUR

By CPT Shawn Schulze

On 1 September 2008 the Overseas Cost Of Living Allowance (Overseas COLA) for Germany decreased by more than 15% for Soldiers and 23% for civilians while Overseas Housing Allowance (OHA) experienced an approximate 8% reduction.

As an example, a single enlisted Soldier living in the barracks lost approximately \$40 per month, while senior enlisted and officers with families and private quarters lost several hundred dollars in COLA and OHA combined.

The principal cause of the reductions is the recent recovery of the US Dollar against the EURO and the British Pound. This translates into significant COLA/OHA reductions on the September 2008 Leave and Earning Statement.

Overseas COLA is designed to keep the purchasing power of Service Members assigned to high-cost overseas locations at par with their CONUS counterparts. Thus, theoretically, even if the cost of living overseas does not change but the cost of living in CONUS goes up, COLA rates drop for overseas locations. It is important to remember that COLA is not meant to be additional compensation but a leveling factor to keep CONUS and OCONUS at approximately the same cost-of-living level.

COLA is based on the foreign currency exchange rate the data collected by means of a Living Pattern Survey (every 3 years), and a Retail Price Report (Market Basket Survey--annual). The most volatile change pattern is the one due to currency exchange rates. The Per Diem Committee may change COLA rates up to twice a month on the basis of currency exchange rates.

### SO WHAT?!

We recommend that all leaders educate their Soldiers, Civilians, and Family members on these pay adjustments. If the cost of living in CONUS continues to go up and/or if the EURO exchange rate continues to improve, Soldiers can expect to see further decreases in their OHA and COLA entitlements. We suggest all to consider the upside to the COLA/OHA reductions: their hard-earned U.S. dollars will now buy more Euros/British pounds than they did in the past. Two months ago, 100 Euros would have cost you \$160.00, while today 100 Euros cost approximately \$143.00.



## Annual Leave Carryover Increased

Per Military Pay E-Message 08-052 :

Annual leave carryover is temporarily increased (until December 31, 2010) from 60 days to 75 days. Soldiers may now carryover into the new FY up to 75 days of annual leave, beginning with the FY changeover from 2008 to 2009 on October 1, 2008 (i.e. A Soldier with 75 days of annual leave on September 30, 2008 will NOT lose that leave on October 1, 2008.)

SO WHAT? Verify on your October LES that you retained up to 75 days of annual leave. If you believe that you had leave days taken in error, submit a pay inquiry to your unit S1. Continue to manage your leave balance as this is only currently a temporary increase valid through 31 DEC 10.

## Finance Customer Service Team ROE

In order to provide the best finance support to our Soldiers, Families, and Communities, our Finance Customer Support Teams (FCSTs) must enforce certain rules of engagement (ROE) in order to accomplish their mission in the most efficient and effective manner. Everyday, FCST Chiefs allocate limited human resources to in-process newly arrived Soldiers, review and process hundreds of pay documents, review and answer pay inquiries, service separating Soldiers and conduct training to ensure that our finance skills are maintained.

ROE #1. Customer Service Hours. Each FCST has established dedicated times for both Soldier and unit S1/PAC customer service. These times have been established at each location in order to ensure the completion of all tasks necessary to provide superior finance service. We wish we had unlimited assets to see all customers all day everyday, but we don't.

ROE #2. In accordance with DFAS-Indianapolis Manual 7-1, "An approved DA Form 2142 (Pay Inquiry) will be required for all Staff Sergeants and below. Commissioned or warrant officers and Sergeant First Class and above are not required to obtain command approval to submit DA Forms 2142." Simply stated, Soldiers in the rank of E1-E6 will be seen during posted Soldier customer service hours with a signed PAC slip and/or Pay Inquiry while Soldiers in the rank of E7 do not require a PAC Slip. Inprocessing Soldiers do not require PAC Slips upon initial arrival as they work with Finance to timely and accurately start all theater entitlements.

We ask that ALL non-inprocessing Soldiers, regardless of rank, report to their respective unit PACs with their Pay Inquiries. Your PAC can answer general LES and entitlement pay inquiries and they are to initiate the submission of documents affecting pay. What they can't answer is documented on a Pay Inquiry and forwarded to Finance.

In order to improve PAC technical expertise, the 266<sup>th</sup> FMC is providing PAC Finance Training. Unit S1/PACs should contact their local FCST Chief in order to establish a time and location for training in their communities. We are also working on updated Unit Commander / First Sergeant UCFR and Finance Guides. We believe that the best finance and customer service begins with training. We appreciate your support as always so that our FCSTs can provide the best possible finance support for their entire communities.

# Finance Transformation in USARUER

Just as the US Army has undergone extensive Transformation endeavors, so too has the Finance Corps both across the Army and USAREUR. Many of you have probably already experienced some of these changes over the past year at your local garrison. Below is a summary of our Transformation experience.



## Financial Management Operations FM 1-06

- Published September 2006
- Foundation of FM doctrine—combined Finance and Resource Management
- FM Branch Code 36 merges Finance Corps (BC44) and RM (FA45) effective 1 OCT 08
- FM Officers designated 36A 1OCT 08
- FM Soldiers designated 36B 1 OCT 09
- Military Pay transfers to Human Resources



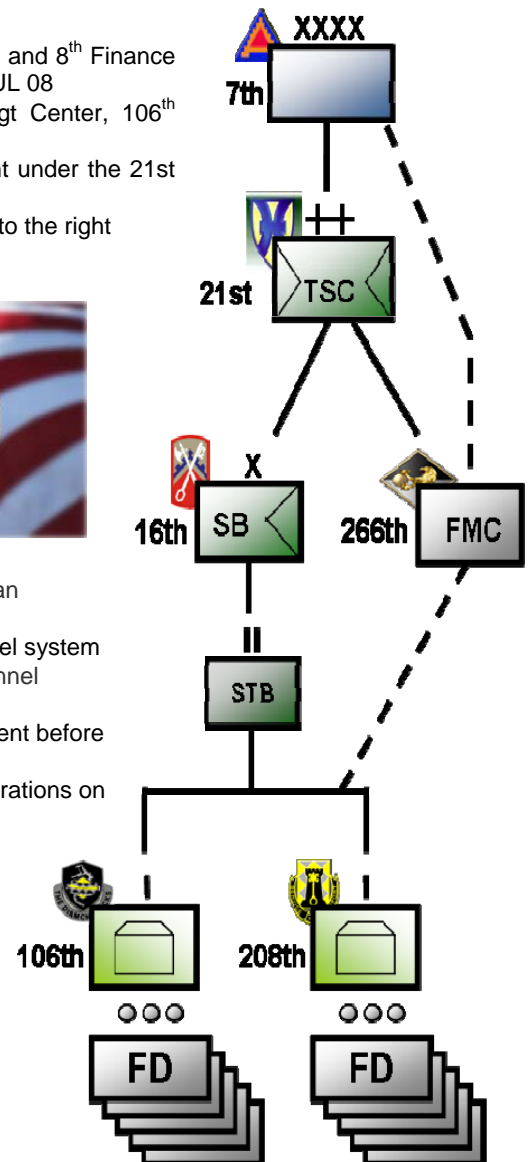
## Inactivations.

- 266<sup>th</sup> FINCOM, 106<sup>th</sup>, 39<sup>th</sup>, 208<sup>th</sup>, and 8<sup>th</sup> Finance Battalions all inactivated by 15 JUL 08
- Replaced by 266<sup>th</sup> Financial Mgt Center, 106<sup>th</sup> and 208<sup>th</sup> FM Co's
- The 266<sup>th</sup> FMC is a staff element under the 21st TSC
- Our current structure is depicted to the right



## DIMHRS

- Defense Integrated Military Human Resources System
- Fully-integrated pay and personnel system
- Replaces over 60 pay and personnel systems
- Originally scheduled for deployment before transformation of finance units
- Currently scheduled to begin operations on 1 March 2009.



## Pay Center of Excellence

- Established as a bridging strategy in conjunction with the FCSTs to maintain garrison military pay support after USAREUR finance units transformed until DIMHRS is successfully deployed
- Travel and Military Pay central processing site for the garrison finance support mission in Germany
- 57 Civilian employees located in Kaiserslautern
- HQs element for FCSTs

## Finance Customer Support Teams

- Established to provide community finance customer support for 12 communities across Germany
- Receives and reviews travel and military pay documents and then transfers to PCE for processing
- Provides face-to-face customer support for Inprocessing, Separations, Unit S1s, and Soldiers with a PAC Slip / Pay Inquiry

## SO WHAT?!

- In and out processing—no change.
- Separations processing—no change.
- Customer Service—location of support. Many of our FCSTs are located in a community's Central Processing Facility so in some cases our location has changed.
- Who provides my support—friendly and courteous civilian employees

## From the Banking Liaison Officer, *CPT(P) Cody Koerwitz*

### How does the global banking crisis affect us in Europe?

Today's global banking crisis is far reaching and unprecedented in its impact to the world's economy. There have been a few bank failures and many famous large financial institutions such as Bear Stearns, Washington Mutual, and Merrill Lynch that have been bought out before going insolvent. The question many of you are asking, what does this mean for me on a local level?

Fortunately for all of us stationed in United States Army Europe, our local financial institutions are fairly insulated from what is happening across the rest of the world. There are four major financial institutions that support USAREUR Soldiers, Civilians, and Family members. They are: the Community Bank, Service Credit Union, Andrews Federal Credit Union, and Global Credit Union. All four financial institutions have large capital reserves and are insulated from the credit crisis facing banks in the states which is great news for us overseas. Besides the capital reserves on hand none of our financial institutions participated in the questionable loan practices that have led to the recent downfall of many institutions.

Another question many of you might be asking is if your money is insured while overseas? The answer is yes. All of our financial institutions are partnered with governmental agencies to insure your deposits. The Community Bank is insured through the Federal Deposit Insurance Corporation (FDIC) and the Credit Unions are insured through the National Credit Union Administration (NCUA). The current insurance levels recently increased to \$250,000 with the passage of the Emergency Economic Stabilization Act of 2008. The silver lining in this time of uncertainty is that your local financial institutions are sound and your money is secure and safe.

## History of the Finance Corps

Reprinted from [www.finance.army.mil](http://www.finance.army.mil)

The U.S. Army Finance Corps originated on June 16, 1775, when the Second Continental Congress introduced a resolution appointing a Paymaster General of the Army. Since that day, the U.S. Army has always been provided financial services by Finance soldiers who were either organized in separate elements or integrated into existing units of the Army.

In 1816, the Pay Department became a separate department. Paymasters usually with the rank of Major, had the principal duty of paying soldiers in the regiments. The Paymaster at Army headquarters computed monthly payrolls in his office and went to the field with his "box" of gold and a military guard. Obviously, payday was not the last day of each month at every site, but once a routine was established, the soldiers could expect payday to fall on approximately the same day each pay period.



### Office Closures:

All FCSTs will be closed on the following Federal Holidays:

Monday, 13 October Columbus Day  
Monday, 10 November Veteran's Day  
Thursday, 27 November Thanksgiving

Please plan accordingly.



### Interactive Customer Evaluation—

#### ICE

The ICE system is our primary means of customer service feedback. Whether you are extremely impressed or unimpressed with the customer service you receive at any of our locations, we invite you to provide feedback. Your detailed and specific feedback is important as it helps us to focus customer service training so that we can improve. In order to initiate feedback through the ICE system, go to <https://ice.disa.mil/index.cfm>, select Army Europe and then your respective community on the next page.



The Pay Department remained unchanged until 1912, when, in a major reorganization, it joined the Quartermaster Corps. During World War 1, the Quartermaster Corps expanded to such a degree that it had a difficult time controlling disbursing and logistical activities. In October 1918, Congress authorized the Finance Service and in June 1920, it approved the Finance Department to become a separate branch of the War Department under Brigadier General Herbert M. Lord. Unlike its predecessors, the Finance Department handled not only military pay and travel expenses, but also all financial activities of the War Department, including centralized disbursing, auditing, and budgeting. In 1933, President Roosevelt directed that the Finance Department assume the obligation of paying the Civilian Conservation Corps.

Continued on Page 11

# Travel Tab

## New Travel Card Info

### What Cardholders Need To Know

As the Travel Card Program transitions from one vendor to another, all government travel cardholders will receive new cards beginning in August 2008. Current cards expire on November 29, 2008, at 11:59 p.m. Eastern Standard Time (EST). New GTCCs issued by Citi® will be ready for use on November 30, 2008, at 12:00 a.m. EST.

Cardholders are advised to confirm their mailing addresses on file with Bank of America® as new travel cards will be mailed to that address. If you are scheduled for a Permanent Change of Station (PCS) move, ensure that your new address and date of move is on file with Bank of America®. Cards that are sent to an incorrect address will be returned to Citi®. Agency Program Coordinator (APC) will not have the option to forward the mail to your new address. If you do not receive a new travel card by October 31, 2008, please notify your APC.

**Important Note:** Verify receipt of your new travel card immediately by phone or online, to ensure that you will be able to use it on November 30, 2008. Contact information for



Verification will be printed on a sticker affixed to the new card. As part of the receipt verification process, you must agree to the Terms & Conditions in order to use your new card.

Your primary contact for the transition is your APC.

For more information, visit [www.defensetravel.dod.mil](http://www.defensetravel.dod.mil), [www.gsa.gov/smartpay](http://www.gsa.gov/smartpay) or send questions to [dtmotc@dtmo.pentagon.mil](mailto:dtmotc@dtmo.pentagon.mil).

## Valid Receipts for Travel

Although a receipt is a seemingly simple item, a great deal of confusion exists around what qualifies as a valid receipt for travel reimbursements. Both travelers as well as Certifying Officers should understand the common misconceptions and requirements of valid receipts. The Joint Federal Travel Regulation and Joint Travel Regulations require receipts for all lodging expenses, regardless of the amount, and for all individual expenditures of \$75 or more. This includes, but is not limited to lodging, car rentals, and transportation expenses reserved through DTS, even when paid using a Government Travel Charge Card.

### What is a Valid Receipt?

A receipt is a written acknowledgement that a vendor has been paid for providing goods or services. To be valid for substantiating a travel claim, the receipt must show:

- Name of the company providing the goods or services
- Date the specific services were rendered or articles purchased
- Unit price of the item(s)/service
- Total amount due
- Total amount due was paid

If a receipt does not contain all of these requirements, it will not qualify for travel reimbursement.

Often, travelers submit documents that are similar to a receipt, but lack all of the required detail for travel reimbursement. Documents that are not considered valid receipts include:

- Charge card statements
- Hotel bills given to the traveler before checking out

- Rental car contracts that are signed when a car is picked up
- Travel itineraries/invoices emailed to the traveler before an airline reservation is ticketed and charged
- Electronic records for airline tickets in the Defense Travel System (DTS)



Most vendors will gladly provide a receipt upon request. If you forget to get a final, paid receipt from a vendor, contact the vendor directly to have a receipt mailed, faxed or emailed. Without a valid receipt, an authorized reimbursement for hotel costs or individual expenses over \$75, and any payments made for expenses that are not substantiated by receipts are considered to be improper payments. If a paid voucher without receipts is chosen for audit, the traveler and/or the certifying officer could be liable for repaying the amount of the improper payment.

### JFTR TDY and PCS Mileage Rate Changes

These are the major changes made by Change 262:

U2600. Changes the TDY mileage rate from \$0.505 per mile to \$0.585 per mile for all uniformed members and civilian employees effective 1 August 2008 IAW GSA's FTR amendment announced in the Federal Register (FTR Amendment 2008-05) dated 28 July 2008.

DTS Training Dates and Locations are listed on Page 11 of this newsletter.

"New Travel Card Info" and "Valid Receipts for Travel" were both reprinted from the Defense Travel Management Office "Defense Travel Dispatch" summer 2008 edition available online at [www.defensetravel.dod.mil](http://www.defensetravel.dod.mil)

# DIMHRS data

## New Personnel and Pay System Coming March 2009

Coming in March 2009, the Army is implementing a new personnel and pay system for all Soldiers. DIMHRS, the Defense Integrated Military Human Resource System, is a web-based personnel and pay system that will integrate all components' information into a single, central database, giving every Soldier one record for the lifetime of his or her service.

Transitioning to DIMHRS means your Soldier will have one record throughout his or her entire career. That includes active duty, National Guard and reserve component service members.

Existing personnel and pay processes will be streamlined, creating less redundancy. Additionally, by integrating the more than 67 existing systems into one, DIMHRS reduces opportunity for problems with pay. Using DIMHRS, a Soldier can manage his or her record online using self-service features. He or she can change direct deposit and/or residence information, enroll in thrift savings plans, track personnel actions and conduct other pay and personnel activities all in one place.

When DIMHRS is implemented in 2009, there will be some changes. Different words that are more "commercial" than what you and your Soldier have become accustomed to are used within DIMHRS. The Leave and Earning Statement will be called "pay slip" in DIMHRS and will be modified slightly. See examples of new terminology and the new pay slip on the DIMHRS website, [www.armydimhrs.army.mil](http://www.armydimhrs.army.mil).

Lastly, when the Army transitions to the new system, all Soldiers will be paid twice a month (on the 1st and 15th). Soldiers will be given options on how to structure allotments. If your Soldier currently receives pay once a month, now is the time to start planning for the adjustment to twice-a-month pay.

It may be early, but getting acquainted with DIMHRS now means fewer adjustments later. To learn more about DIMHRS, go to [www.armydimhrs.army.mil](http://www.armydimhrs.army.mil).

From [www.militaryonesource.com](http://www.militaryonesource.com)



## 266<sup>th</sup> FMC Goal:

### 100% Accurate Pay Accounts BEFORE DIMHRS Deploys

From COL Pat Devine, Army DIMHRS Team as posted at [www.armydimhrs.army.mil](http://www.armydimhrs.army.mil):

"The Army Leadership has also made a decision on Retroactive Pay within DIMHRS. A retroactive pay is a pay event that has an effective date earlier than the date the date is inputted into DIMHRS. The decision is that we will allow automatic payment within DIMHRS back to January 2009. Any effective dated pay action earlier than 1 Jan 2009 must be completed by DFAS based on information within DJMS. The impact to Soldiers is that they will receive their automated retro-payment (date inputted through 1 Jan 09) on their next pay cycle. However, payment for the period earlier than 1 Jan 09 will come later. We are working procedures with DFAS which will be contained within the Coachware product."

**SO WHAT?** *Our goal is to identify and correct all existing pay problems throughout USAREUR in the next 4 months and we need your help!*

Based on the above statement, the 266<sup>th</sup> FMC wants to minimize the number of retroactive pay problems submitted to DFAS and fix them before DIMHRS deploys on 1 March 2009. We ask that Commanders and PACs fully utilize the Unit Commander's Finance Report over the next four months to identify and correct Soldiers' pay. Things to look for include changes in the number or location of dependents, changes in housing, and termination of down-range entitlements. Please ensure that UCFRs are returned with the appropriate documents in order to support pay entitlement changes. If you don't see corrective action taken from month to month, contact your local FCST Chief directly.

Soldiers should also be encouraged to review their LES's for accuracy and report any necessary changes to their Unit S1/PAC.

**Remember, the only pay problem we can't fix is the one we don't know about!**

## DIMHRS Self-Service Training

All components of the Army (Active, National Guard and Reserve) will implement the Defense Integrated Military Human Resources System (DIMHRS) on March 1, 2009. DIMHRS will streamline the military pay and personnel Human Resources (HR) processes within the Department of Defense.

The training developed for the new system is a combination of classroom instruction and distance learning hosted online on the Army Blackboard Management System. All Soldiers will receive training before DIMHRS is implemented. Soldiers will have access to DIMHRS Self-Service features, which will enable them to view and update select personal data without assistance from a human resources specialist.

Soldiers can self-enroll to view the one-hour online Self-Service Course now available at [ssi.learn.army.mil](http://ssi.learn.army.mil).

Find out more about DIMHRS training by visiting [www.hrc.army.mil/site/ArmyDIMHRS/training.htm](http://www.hrc.army.mil/site/ArmyDIMHRS/training.htm). Soldiers and their Family members can go to the Army DIMHRS website at [www.armydimhrs.army.mil](http://www.armydimhrs.army.mil) to learn more DIMHRS self-service capabilities, as well as other changes in the Army's personnel and military pay processes in the future.

Source:

<https://aos.myarmylifetoo.com> September newsletter

# Unit S1 / PAC Page

## PAC Certification Courses

The 266<sup>th</sup> FMC and PCE are working together to update and deploy a PAC Training Course. FCST Chiefs will be coordinating with PACs in their communities to schedule the courses this Fall.

The purpose of the course is to train units on PAC/Unit Level Finance Operations. Some of the topics covered will include submitting pay transactions and supporting documents, theater entitlements, answering pay inquiries, and reports just to name a few.

Training will begin in the next 2-4 weeks.

Until then, we've included some basics about the UCFR and DROT. Look for more UCFR info in the November Newsletter.



## DAILY REGISTER OF TRANSACTIONS (DROT)

This report provides a listing of transactions processed, rejected, and recycled; listed by input source code. The DROT is used to provide units with a record of transactions input pertaining to their assigned soldiers.

PACs should keep a copy of all pay documents forwarded to the Finance Office. They should then receive a DROT from finance containing a listing of all transactions processed the previous day. The PAC is required to review the status column of the DROT to ensure that all transactions they submitted were processed. Once a document has been processed, the unit can file the document in the soldier's "SMITH File". Transactions with a status of RECY (recycle) or REJ (reject) may need additional information from the soldier's PAC. The PAC should review all rejected and recycled transactions with the finance clerk. If a document was not processed after 7 days, the PAC should make an inquiry with your FCST as to the status of the document.

**SO WHAT?** The DROT is a tool to assist the PAC and Finance to work together to ensure Soldiers' pay documents are processed accurately and timely the first time. With this system in place, the PAC should be able to track everything sent to Finance and follow up with Finance on behalf of their Soldiers so that the Soldiers don't have to.

### Military Pay Cutoff Dates

OCT Midmonth	7 OCT
OCT End of Month	23OCT
NOV Midmonth	6 NOV
NOV End of Month	20 NOV

## Reports

PACs—you should be receiving Daily Registers of Transactions, Unit Commander's Finance Reports, and Leave Transaction Reports. If you are not, inquire at your local FCST.

## Unit Commander's Finance Report (UCFR)

The Unit Commander Finance Report (UCFR) is a report that lists the entitlements every Soldier in a unit is currently receiving. The UCFR will normally be made available after end of month cutoff (around the 26<sup>th</sup> of each month). PACs will ensure that each Commander gets the report and returns it to Finance by the suspense date provided by the FCST. Commanders need to closely review the UCFR and annotate items that need to be stopped, started or changed. Commanders and PACs will ensure that supporting documents are attached when turning in the UCFR so that inputs can be made in a timely manner. The suspense date for the UCFR turn-in is usually 10 days after receipt of the report. If this day falls on a weekend, the suspense date is the next working day.

### SO WHAT?

UCFR distribution was temporarily suspended earlier this year, but has been reactivated so that Commanders, PACs, and Finance can work together to ensure our Soldiers are paid correctly.

We have approximately 4 UCFRs before DIMHRS is deployed. We believe that it is in everyone's best interest to correct any known pay problems before the new system is deployed due to the decision to withhold retroactive pay inputs at DFAS (see article on Pay 6).

### UCFR Final Thoughts:

1. Supporting Documents. Please ensure that supporting documents (i.e. DA Form 4187s) are returned with the UCFR. We cannot make input on a Soldier's pay based solely on pen and ink annotations on the UCFR.
2. No improvements? Commanders, if you review your UCFR, annotate errors, and return it with all supporting documents; you should see those corrections posted by the next UCFR. If this is not the case, follow up with your unit S1 or Finance.
3. Appointments. Commanders, if you would like to go over your UCFR one-on-one with a finance representative, feel free to contact your local FCST Chief. Their POC information can be found on pages 9 and 10 of this newsletter.

# Finance Links

## Soldier Links

266<sup>th</sup> FMC Website:

<http://266fincom1.hqsaureur.army.mil/>

MyPay Website

<https://mypay.dfas.mil/mypay.aspx>

Thrift Savings Plan Website:

<http://www.tsp.gov>

Interactive Customer Evaluation (ICE) Website:

<https://ice.disa.mil/index.cfm>

Overseas Cost of Living Allowance:

<http://perdiem.hqda.pentagon.mil/perdiem/allowcol.html>

Basic Allowance for Housing:

<http://perdiem.hqda.pentagon.mil/perdiem/bah.html>

Overseas Housing Allowance:

<http://perdiem.hqda.pentagon.mil/perdiem/allooha.html>

Government Meal Rates:

<http://perdiem.hqda.pentagon.mil/perdiem/faggovmeals.html>

Per Diem Rates:

<http://perdiem.hqda.pentagon.mil/perdiem/pdrates.html>

Mileage Rates:

<http://perdiem.hqda.pentagon.mil/perdiem/fagpovpast.html>

Dislocation Allowance Rates:

<http://perdiem.hqda.pentagon.mil/perdiem/dla.html>



## Regulation Links

DoD Per Diem, Travel, and Transportation Allowance Committee Website :

<http://perdiem.hqda.pentagon.mil/perdiem/>

DoD Financial Management Regulation 7000.14-R

<http://www.defenselink.mil/comptroller/fmr/>

Military Pay Policy Messages

<https://dfas4dod.dfas.mil/centers/dfasin/library/milpay/policy08/index.htm>

Military Personnel Policy Messages

<https://perscomnd04.army.mil/milpermsgs.nsf>



## Travel Links

DoD Per Diem, Travel, and Transportation Allowance Committee Website :

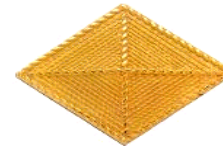
<http://perdiem.hqda.pentagon.mil/perdiem/>

DoD Defense Travel System:

<http://www.defensetravel.osd.mil/dts/site/index.jsp>

Defense Travel Management Office

<http://www.defensetravel.dod.mil/>



## Finance Organization Links:

266<sup>th</sup> FMC Website:

<http://266fincom1.hqsaureur.army.mil/>

Office of the Secretary of Defense Military Compensation Website:

<http://www.defenselink.mil/militarypay/>

Asst Secretary of the Army for Financial Management and Comptroller

<http://www.asafm.army.mil/>

U.S. Government Accountability Office:

<http://www.gao.gov/index.html>

DFAS Website:

<http://www.dfas.mil/>

US Army Financial Management School

<http://www.finance.army.mil/>

US Army Finance Command

<http://www.asafm.army.mil/fo/fod/fincom/fincom.asp>



## System Links

DoD DIMHRS Website

<http://www.dimhrs.mil/index.html>

Army DIMHRS Website

<https://www.hrc.army.mil/site/ArmyDIMHRS/index.htm>

GFEBs Website:

<http://www.qfebs.army.mil/>



<p style="text-align: center;"><b>Schweinfurt FCST</b></p> <p style="text-align: center;">Building 40 Conn Barracks</p> <p><i>FCST Chief</i> Mr Gallegos 353-8697</p> <p><i>Lead Tech and Separations</i> Mr Maloy 353-8684</p> <p><i>Inprocessing</i> Ms Stevens 353-8853</p> <p><i>Travel</i> Ms Goessmann 353-8855</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri:</i> 0900-1130 Soldier Customer Service 1200-1300 Closed for Lunch 1300-1500 PAC/S1 Customer Service</p>	<p style="text-align: center;"><b>Ansbach FCST</b></p> <p style="text-align: center;">Building 5818 Room 308 &amp; 316 Katterbach Kaserne</p> <p><i>FCST Chief</i> Mr Kelso 467-3337</p> <p><i>Lead Tech</i> Ms Collins 467-3322</p> <p><i>In and Out Processing</i> Ms Monsisvais 467-3338</p> <p><i>Separations</i> Ms Correa 467-3288</p> <p><i>Travel</i> Mr Yang 467-3318</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Thu:</i> 0900-1600 Soldier and PAC/S1 Customer Service 1200-1300 Closed for lunch</p> <p><i>Fridays:</i> 0900-1200 Soldier and PAC/S1 Customer Service 1300-1600 Training</p>	<p style="text-align: center;"><b>Bamberg CST</b></p> <p style="text-align: center;">Building 7029 Room 108 &amp; 109 Warner Barracks</p> <p><i>FCST Chief</i> Ms Brew 469-9190</p> <p><i>Lead Tech</i> Ms Burnett 469-7887</p> <p><i>Inprocessing and Customer Service</i> Ms Rosario 469-7423</p> <p><i>Separations and Customer Service</i> Mr Kimbrough 469-9191</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri*:</i> 0900-1530 Soldier Customer Service 1200-1300 Closed for Lunch 1300-1530 Designated PAC/S1 Customer Service</p> <p><i>* Thursdays:</i> 0730-1130 Closed for Training</p>
<p style="text-align: center;"><b>Vilseck CST</b></p> <p style="text-align: center;">Building 215 Room 132-134</p> <p><i>FCST Chief</i> Mr Gregory 475-6765</p> <p><i>Lead Tech, Customer Service</i> Ms Huie 476-3491</p> <p><i>Travel</i> Ms Britton 476-2966</p> <p><i>Separations</i> Ms Garrett 476-3490</p> <p><i>Customer Service</i> Mr Wells 476-3491</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri:</i> 0800-0900 Day 2 InProc'ing 0900-1200 InProc &amp; PAC/S1 Customer Service 1200-1300 Closed for lunch 1300-1530 Soldier Customer Service and Outprocessing</p>	<p style="text-align: center;"><b>Grafenwoehr CST</b></p> <p style="text-align: center;">Building 244 Room 214</p> <p><i>FCST Chief</i> Mr Gregory 475-6765</p> <p><i>Customer Service</i> Mr Wells 475-8651</p> <p>Mrs Holland 475-6619</p> <p><i>Travel</i> Mrs Pflieger 475-7286</p> <p>Mrs Judy 475-6957</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri:</i> 0900-1200 PAC Customer Service 1200-1300 Closed for lunch 1300-1500 Soldier Customer Service</p>	<p style="text-align: center;"><b>Hohenfels CST</b></p> <p style="text-align: center;">Building 10 Room 103</p> <p><i>FCST Chief</i> Mr Riley 466-2049</p> <p><i>Customer Service and Travel</i> Ms Koerner 466-2030</p> <p><i>Separations</i> Mr Schart 466-2031</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri*:</i> 0800-1200 Soldier and PAC/S1 Customer Service 1200-1300 Closed for lunch 1300-1400 Soldier and PAC/S1 Customer Service</p> <p><i>*Thursdays:</i> 1300-1500 Closed for Training</p>

<p style="text-align: center;"><b>Baumholder CST</b></p> <p style="text-align: center;">Building 3743 Rooms 2,3,4,5, &amp; 17 Central Processing Facility</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Ms Glee            485-7217</p> <p><i>Lead Tech</i></p> <p style="text-align: center;">Ms Thomas        485-6955/6697</p> <p><i>In/Out Processing and Travel</i></p> <p style="text-align: center;">Mrs Mendoza     485-6697</p> <p><i>Separations</i></p> <p style="text-align: center;">Mrs Hunter        485-6314</p> <p><i>Customer Service</i></p> <p style="text-align: center;">Mrs Johnson      485-6697</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri*:</i> 0900-1200 Soldier Customer Service 0900-1100 PAC/S1 Customer Service 1200-1300 Closed for lunch 1300-1530 Soldier Customer Service</p> <p><i>*Thursdays:</i> 1300-1600 Closed for Training</p>	<p style="text-align: center;"><b>Kaiserslautern CST</b></p> <p style="text-align: center;">Building 3256 Room 12 Kleber Kaserne</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Mr Haskins        483-6149</p> <p><i>Lead Tech</i></p> <p style="text-align: center;">Mr Hill            483-6062</p> <p><i>In Processing and Travel</i></p> <p style="text-align: center;">Mr Powell         483-6009</p> <p><i>Separations</i></p> <p style="text-align: center;">Mr Thompson     483-6008</p> <p><i>Customer Service</i></p> <p style="text-align: center;">SGT Palmore, SPC Martin, and PFC Perdue 483-6025</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri*:</i> 0900-1145 PAC/S1 Customer Service 1200-1300 Closed for lunch 1300-1530 Soldier Customer Service &amp; Outprocessing</p> <p><i>*Thursdays:</i> 0900-1200 Closed for Training</p>	<p style="text-align: center;"><b>Wiesbaden CST</b></p> <p style="text-align: center;">Building 1023W 2<sup>nd</sup> Floor Wiesbaden Army Air Field</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Mr Lomax          337-5128</p> <p><i>Lead Tech</i></p> <p style="text-align: center;">Ms Gaudin         337-4766</p> <p><i>Finance Technicians</i></p> <p style="text-align: center;">Mr Stauf           337-5529</p> <p style="text-align: center;">Ms Santiago       337-5431</p> <p style="text-align: center;">Ms Vasquez        337-5501</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri:</i> 0900-1500 Soldier and S1/PAC Customer Service</p>
<p style="text-align: center;"><b>Heidelberg CST</b></p> <p style="text-align: center;">Building 3850 Room 180 Heidelberg Shopping Center</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Ms Schmitt        370-8570</p> <p><i>Finance Technicians</i></p> <p style="text-align: center;">Ms Obey           370-7233</p> <p style="text-align: center;">Mr Garside        370-3066</p> <p style="text-align: center;">Ms Wright         370-6444</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon, Tues, Wed, &amp; Fri:</i></p> <p>0900-1145 Soldier and PAC/S1 Customer Service 1200-1300 Lunch 1300-1600 Soldier and PAC/S1 Customer Service</p> <p><i>Thursdays:</i> In and Out Processing Only</p>	<p style="text-align: center;"><b>Mannheim CST</b></p> <p style="text-align: center;">Building 255 Basement Sullivan Barracks</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Mr Fatty           385-2745</p> <p><i>Customer Service</i></p> <p style="text-align: center;">Ms Sequin         385-2959</p> <p style="text-align: center;">Ms Schaefer       385-2748</p> <p><i>Separations and In/Out Processing</i></p> <p style="text-align: center;">Mr Boenkost      385-2231</p> <p><i>Travel and In/Out Processing</i></p> <p style="text-align: center;">Ms Montgomery 385-2741</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Fri:</i> 0900-1200 Customer Service 1200-1300 Lunch 1300-1600 Customer Service</p> <p><i>Tuesdays 0900-1030 &amp; Thursdays 0900-1100:</i> PAC Customer Service Hours</p>	<p style="text-align: center;"><b>Stuttgart CST</b></p> <p style="text-align: center;">Building 2913 Rooms 013-015 Panzer Kaserne</p> <p><i>FCST Chief</i></p> <p style="text-align: center;">Mrs Olds           431-3181</p> <p><i>Lead Tech</i></p> <p style="text-align: center;">Mr Marte           431-3197</p> <p><i>In-Processing</i></p> <p style="text-align: center;">Mr Schultz        431-2464</p> <p><i>Separations</i></p> <p style="text-align: center;">Mr Jones           431-3102</p> <p><i>Travel</i></p> <p style="text-align: center;">Mrs Hundley      431-3197</p> <p><i>Customer Service</i></p> <p style="text-align: center;">SGT Mahdi, SPC Washington, &amp; PFC Volks          431-3102</p> <p style="text-align: center;"><b>Hours of Operation:</b></p> <p><i>Mon thru Wednesday and Fri:</i> 0830-1530 Customer Service</p> <p><i>Thursdays:</i> 0830-1200 Training 1300-1530 Customer Service</p>



**Defense Travel System**  
A New Era of Government Travel

## Upcoming DTS training classes:

Please contact the DTS Helpdesk if interested in attending a training class. You will need to provide the following information: name, unit, telephone number and e-mail address. DTS Helpdesk numbers are 483-6746/6747 for Kaiserslautern and 475-7285/8969 for Grafenwoehr.

**Location: Kleber Kaserne, Kaiserslautern, Germany,  
Bldg 3200, Rm S205**

*Approving Officer Training:* 0900-1500  
9 Oct, 7 Nov, 5 Dec

*ODTA 2/3-Day Training:* 0900-1600  
7-8 Oct, 4-6 Nov, 2-4 Dec

**Location: Spinelli Barracks, Mannheim, Germany,  
Bldg 1566, Rm 404**

*Approving Officer Training:* 0900-1600  
17 Oct, 21 Nov, 19 Dec

*ODTA 3-Day Training:* 0900-1600  
14-16 Oct, 18-20 Nov, 16-18 Dec  
(Includes instruction on set up / re-organize an organization hierarchy in DTS)

**Location: Camp Normandy, Grafenwöhr, Germany,  
Distance Training Facility (DTF), Bldg 3144.**

*Approving Officer Training:* 0830-1500  
23 Oct, 24 Oct, 20 Nov, 21 Nov,  
11 Dec, 12 Dec

*ODTA 2-Day Training:* 0830-1600  
21-22 Oct, 18-19 Nov, 9-10 Dec

**Location: Spinelli Barracks, Mannheim, Germany  
208th FMCo Training Room,**

*GTCC APC Training:* 0900-1200  
4 Nov & 2 Dec

## Ask the Policy Guy

If you have a military pay or travel policy question that you would like answered in the next newsletter, please send it to CPT Shawn Schulze at [shawn.schulze@eur.army.mil](mailto:shawn.schulze@eur.army.mil)

Submissions must only include "Ask the Policy Guy" in the subject line. No response will be provided unless chosen for submission in the next article if additional information is needed.

Each month, we will select a question that we think would best benefit our communities and print the response in the next newsletter. Submissions will also be used to determine future newsletter articles.

Please note that this does not replace the normal pay inquiry process. Please forward your pay inquiries to your unit S1s.



## History of the Finance Corps Continued from Page 8

The Finance Department remained a separate entity until World War 11, when it joined the office of the Fiscal Director, Army Services Forces. Under this structure, it took on additional responsibilities such as the sale of War Bonds and the promotion of National Service Life Insurance. After the war, the Office of the Fiscal Director was dissolved and the Finance Department again became an independent Army staff agency. The Army Organizational Act of 1950 redesignated the Finance Department as a basic branch of the Army, the Finance Corps. The Finance Corps underwent further change when, on May 7, 1987, the Finance Corps Regiment was activated.

Progress has been an important element of the Finance Corps' history. Today's Finance Corps has advanced immeasurably over the first Paymaster General's Office, not only in size but also in quality of service provided. The Defense Finance and Accounting Service is currently building sophisticated systems to enhance finance support in the future, both in garrison and on the battlefield. The U.S. Army Finance School will continue to train the highest quality soldiers in the Army to operate these systems and provide the best finance support possible to soldiers, families, and DoD civilians, wherever they may be. These organizations, together with our many field finance units, work together "To Support and Serve" the Army, other services, and our great nation.

*We're on the Web! Visit the 266<sup>th</sup> Website at:*

[WWW.266fincom1.hqusareur.army.mil](http://WWW.266fincom1.hqusareur.army.mil)

*At this location, you'll find exchange rates, finance links, information papers, copies of all newsletters, and a whole lot more!!!*

Please note that we are in the process of standing up a new FMC website over the next few days. Once that website is operational, the website address above will automatically forward you to the new site.

## We'd Like to Hear from You

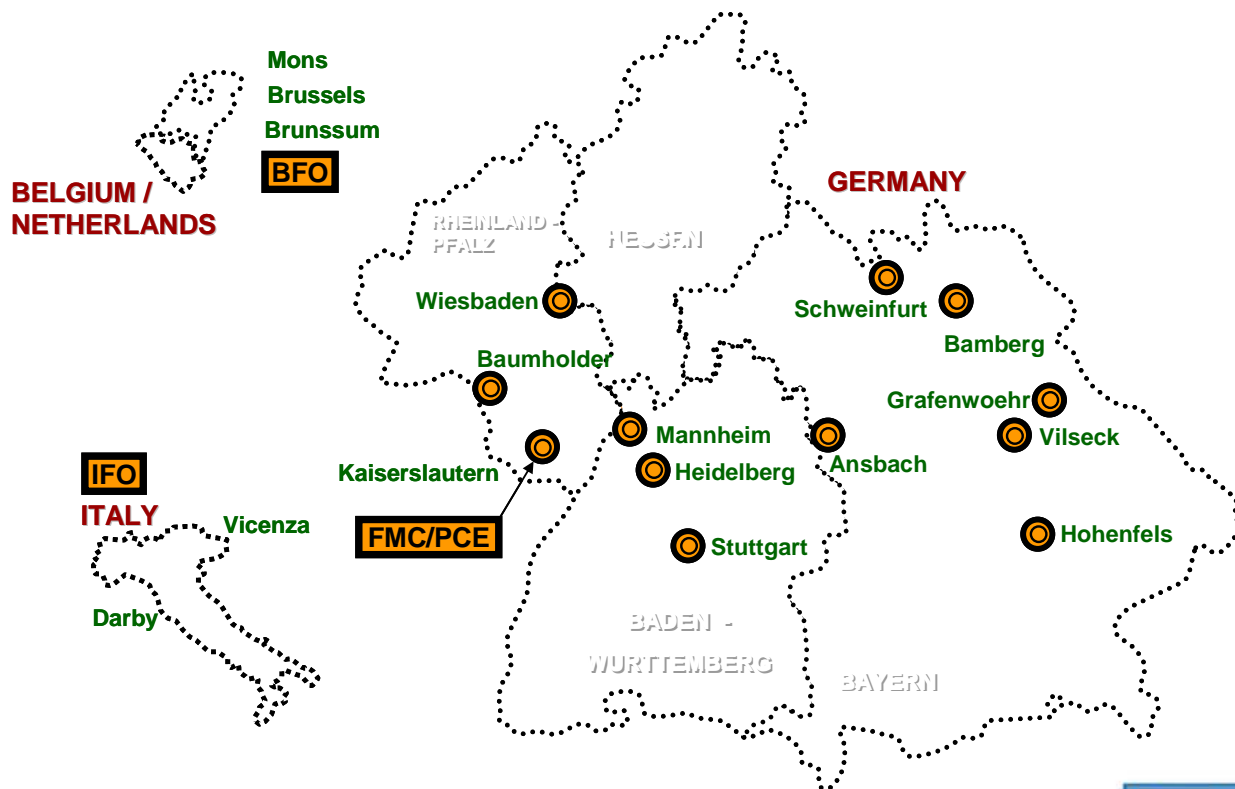
Your feedback is important to us. If you have comments about this newsletter or have suggestions on future articles please contact me at [james.inguagiato@eur.army.mil](mailto:james.inguagiato@eur.army.mil)

-MAJ Jim Inguagiato, Chief Internal Control, 266<sup>th</sup> FMC



# 266<sup>th</sup> Financial Management Center

October 2008



● CST Locations

