

OFFICE OF FINANCE

AGENDA FOR DDA QUARTERLY MEETING

0930, 3 FEBRUARY 1986

- | | | | |
|---|---|---------|------|
| * Introduction | Mr. Allen Elkins | | |
| * Establishing an adequate human resource base | <input type="text"/>
Assistant Director for Career Management | 30 Min. | STAT |
| * Affect of internal initiatives on human resource base | <input type="text"/>
Policy and Plans Staff | 10 Min. | STAT |
| * Resource implications on contract audit | <input type="text"/>
Deputy Chief, Contract System Audit Division (CSAD) | 25 Min. | STAT |
| * The world of currency | <input type="text"/>
Chief, Monetary Division | 15 Min. | STAT |

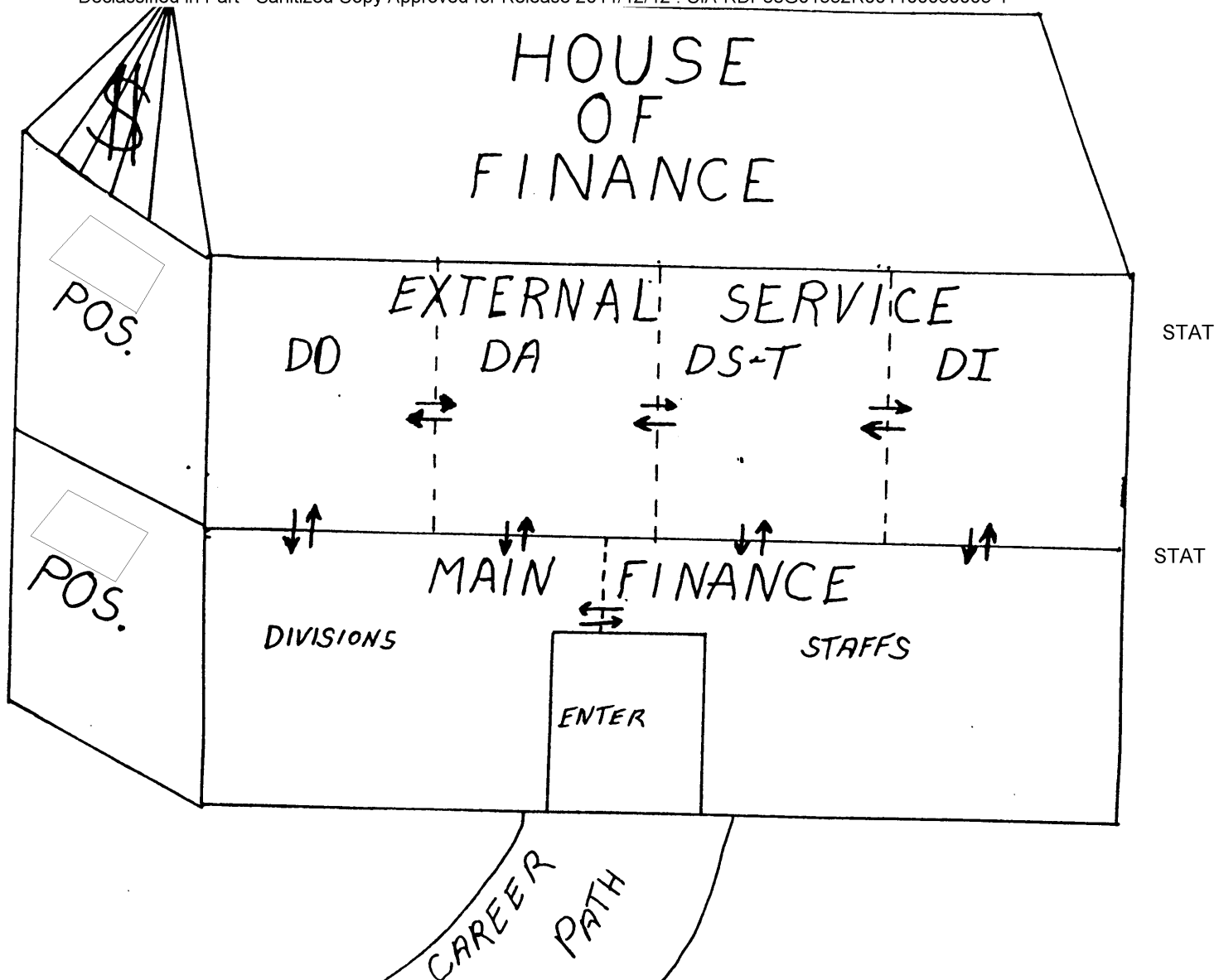
SIT BACK & LISTEN



STATUS REPORT

MF

CAREER SERVICE



POSITION AND PEOPLE PROFILE

OFFICE OF FINANCE

External Service

HQS

MF Positions
 Non-MF Positions
 Non-MF Careerists

Domestic

--

Positions

People

Vacancies

--

STAT

STAT

Office of Finance

Divisions:

Accounts; Compensation;
 Monetary; Commercial Audit;
 Audit & Certification;
 Systems

Staffs:

Policy & Plans; Career Mgt.;
 Liaison; Records

O/Director

DevComp

FY-86 Approved Allocation

TOTAL

VACANT POSITIONS

DCI

DDO

DDA

DDI

DD/S&T

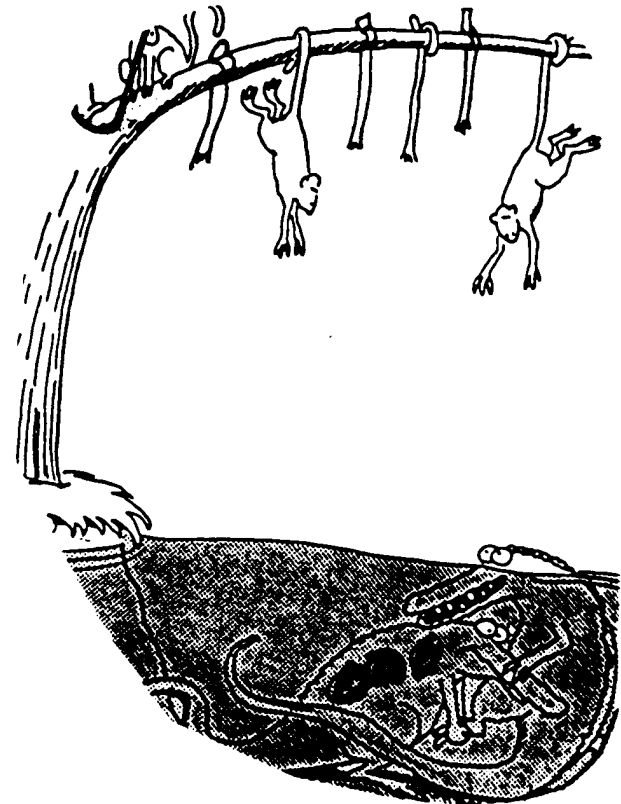
Non-Agency

TOTAL External

Office of Finance

TOTAL VACANCIES

STAT



NOW

PLUS:

New External Requirements in process

TOTAL PEOPLE Requirements

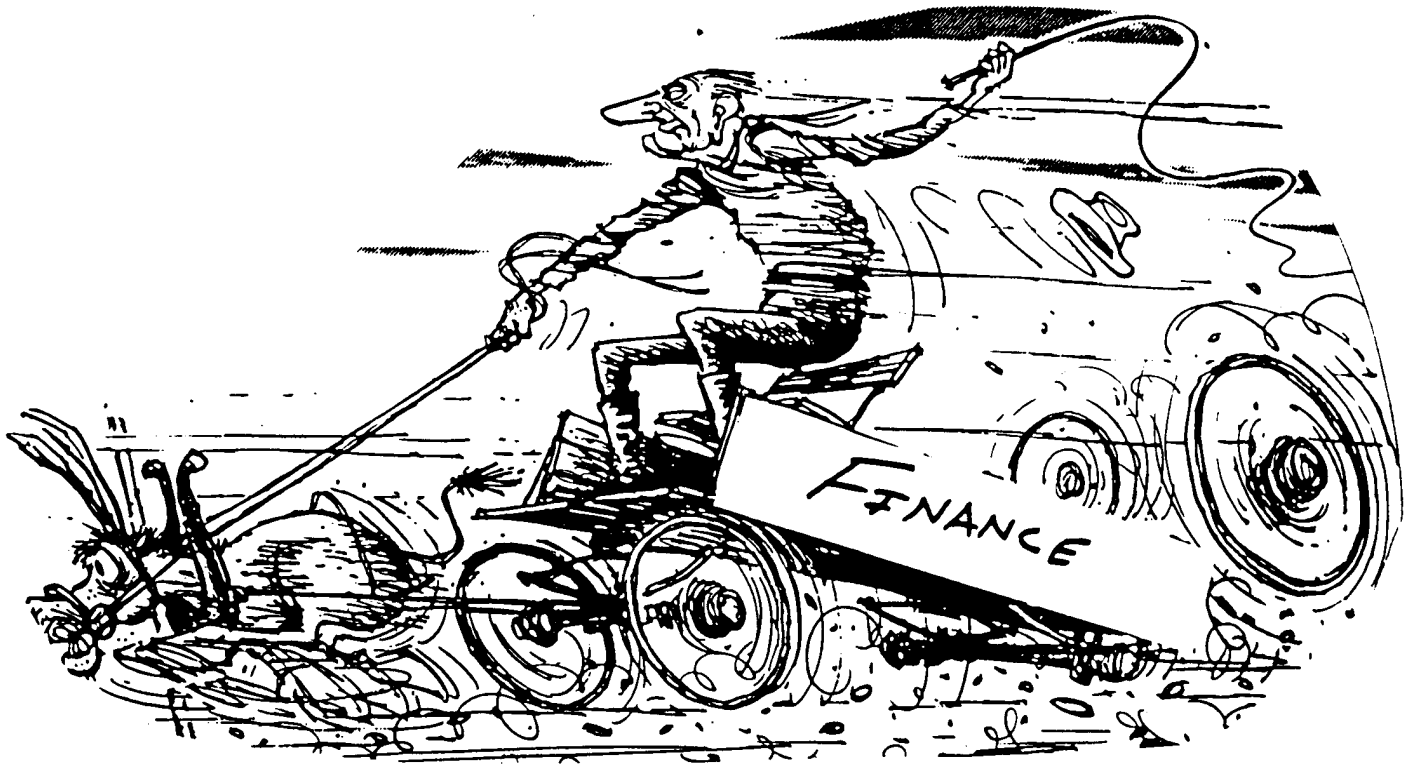
STAT

(NOT YET RECORDED)

OTS -
CCS -
LA -
DDI -
SEC -

STAT

DRIVING FORCES



New Positions

ROTATIONALS

TRANSFERS OUT

SYSTEMS

CTs

TRAINING

RETIREMENTS

RESIGNATIONS

MORE New POSITIONS

(in FY-86 To Date)

STAT

END FY-1984:



OVER-STRENGTH

STAT

TODAY - 15 MONTHS LATER



UNDER-STRENGTH

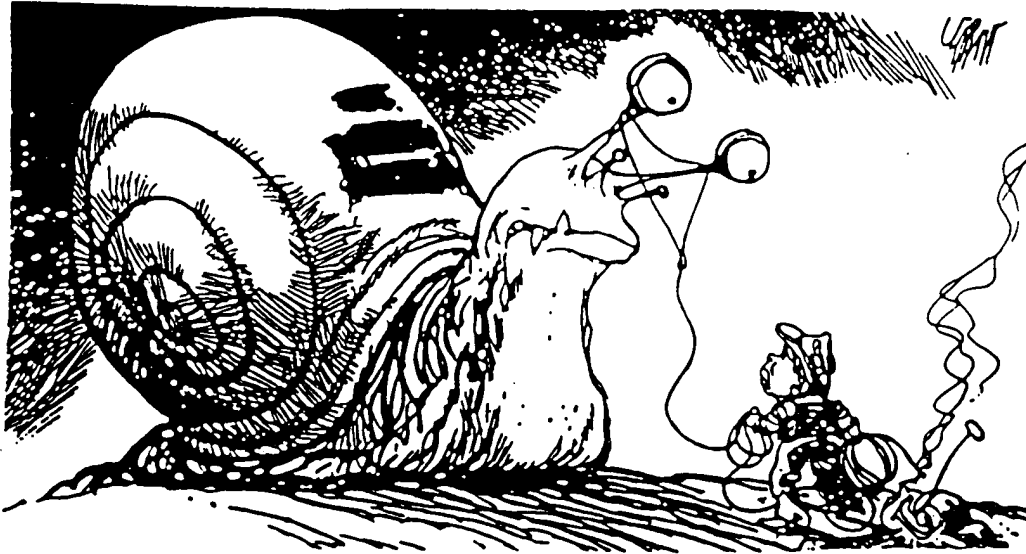
STAT



RECRUITMENT

IS

SLOW



INTERVIEWS COMPLETED PHS TAKE PATB

EOD =

PROCESSED APPLICATIONS^{SSTAT}

EODs =

APPLICATIONS in PROCESS
by OP/OS/OMS

APPLICANTS =

PERSONAL INTERVIEWS

INTERVIEWS

RESUMES, files etc.

PROSPECTS

Office of Finance

Recruitment
Actions

FY-1986



- ACTIVE RECRUITMENT

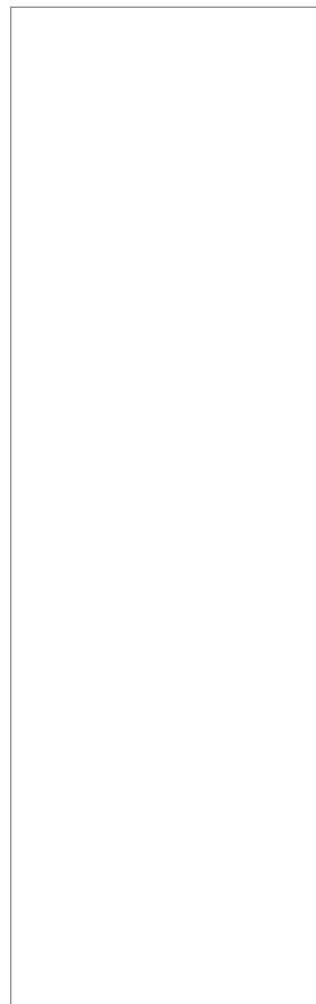
CAMPUS VISITS for INTERVIEWS
SCHEDULED for FEBRUARY
PHS: ISSUED to DATE

- APPLICANT FILES REVIEWED
Received from Personnel

- APPLICANTS - PPI

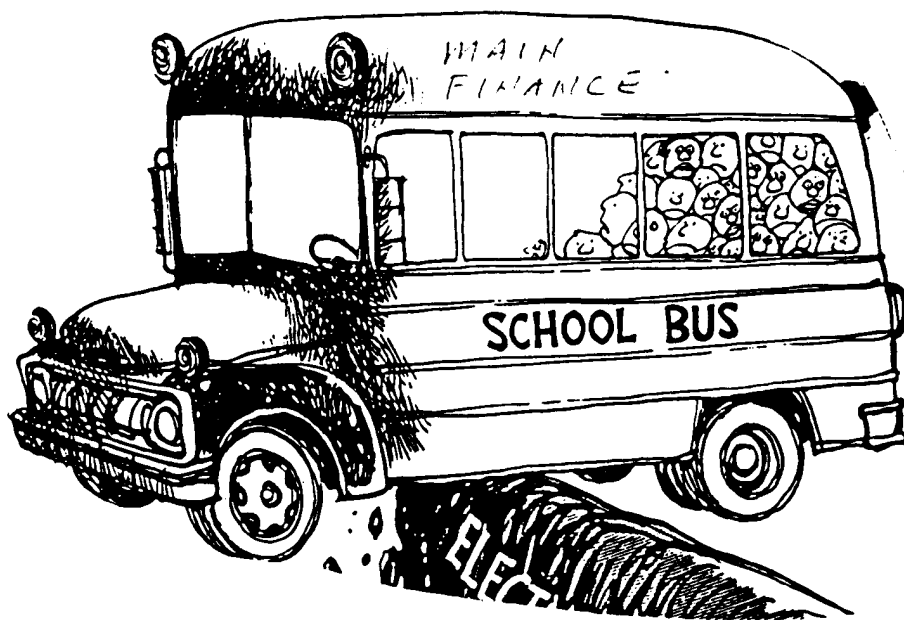
- APPLICANTS & CAPER Report
+ Actions in process (form 1152)

- REJECTIONS - from 90 PPI



STAT

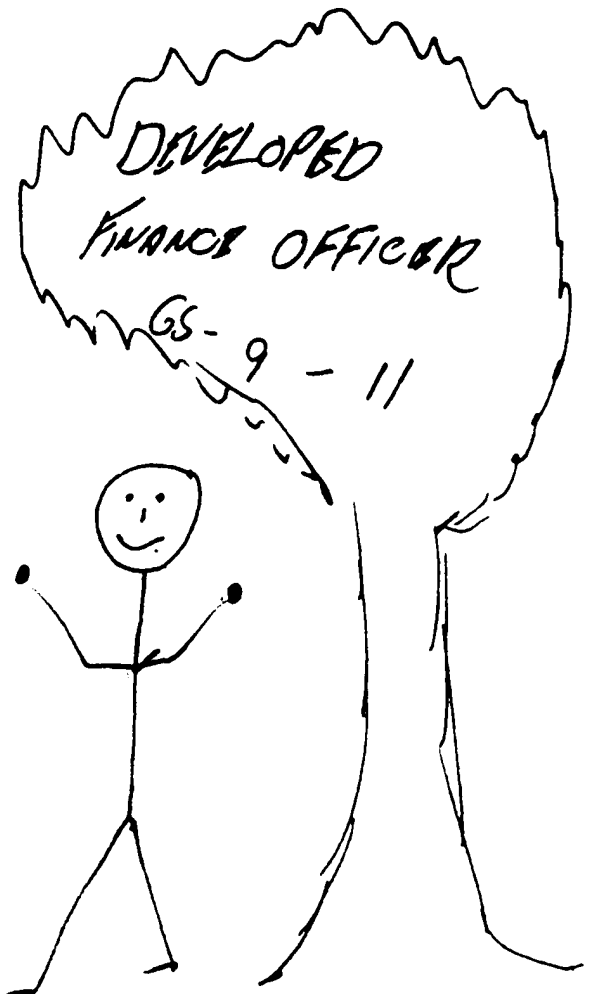
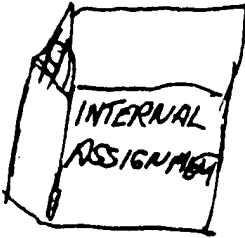
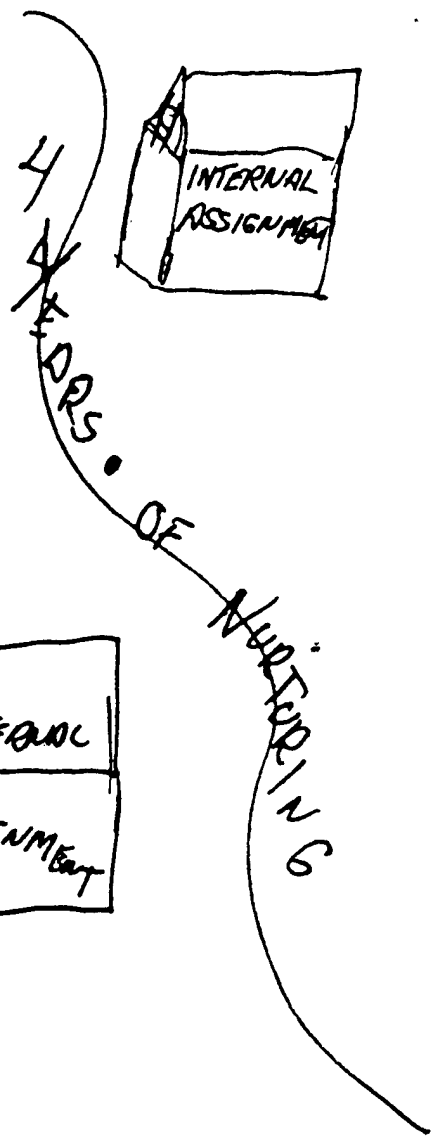
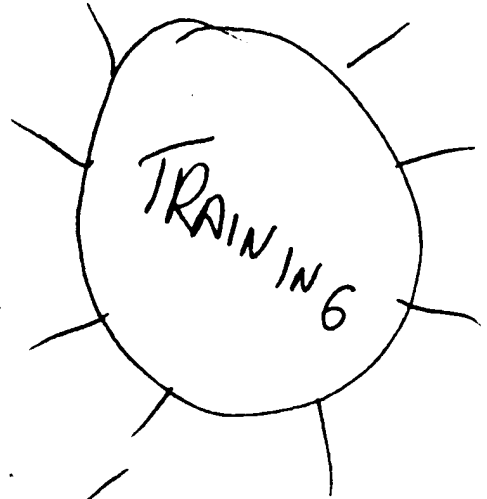
We Need
To



OVERLOAD
Main Finance.

DEVELOPMENT OF 17 SPECIALISTS

TODAY
SOWING SEEDS
FOR NEW CAREERISTS



Looking FORWARD



We Now
Have

STAT

CAREER
TRAINEES
&
SOON

STAT

OUR GOAL

Per Class

STAT

DIRECT HIRE &

SPONSORED Internally

TRAINING ACTIONS

OFFICE OF FINANCE

- Brought in Training careerist, to define needs.
- Completed six-month survey of needs.
- Five percent of working hours must be in training.
- Established a Certifying Officers Course.
- Established a Class B Procedures Course.
- Established a Class B Audit Course.
- Established an OF Orientation Course.
- Participated with the Comptroller on establishment of Budget Course.
- Actively participated in the CT Program with both internal and external people ([] in program). STAT

- In FY 1985, [] careerists attended 412 internal courses totaling [] STAT
STAT
- In FY 85, [] employees attended 70 courses at universities totaling [] STAT
STAT
- In FY 85, [] employees attended 56 seminars totaling [] STAT

STAT

OFFICE OF FINANCE

Affirmative Action - Response to IG Report

- EXPANSION OF MANAGERIAL RESPONSIBILITIES TO CAREERIST:
 - Rotation of Competitive Evaluation and Promotion Panel Members
(Approximately 50% rotation annually)
 - Creation of Conversion Panel
(Conversion from Technical to Professional Status)
 - Creation of Assignment Panels
Panel A - GS-14 and above
Panel B - GS-13 and below
Follow competitive evaluation rankings


- DEVELOPMENT OF TRAINING PROGRAM
 - Rotational assignment of OTE officer
 - Six-month requirements study

- SPONSOR CANDIDATES FOR CT PROGRAM


- INCREASE EXTERNAL TRAINING SPONSORSHIP

- LANGUAGE STUDIES FOR OVERSEAS CANDIDATES


M F PROFESSIONAL PROFILE

<u>GRADE</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>
7-9			
	% 30	70	

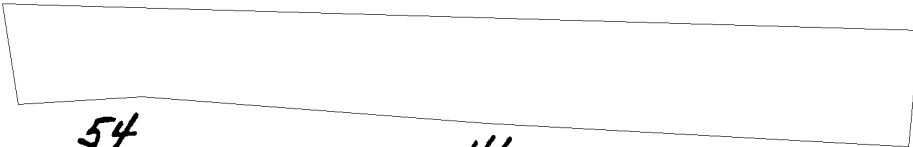
STAT

10-12			
	% 48	52	


STAT

13-15			
	% 83	17	

STAT

TOTAL			
	% 54	46	

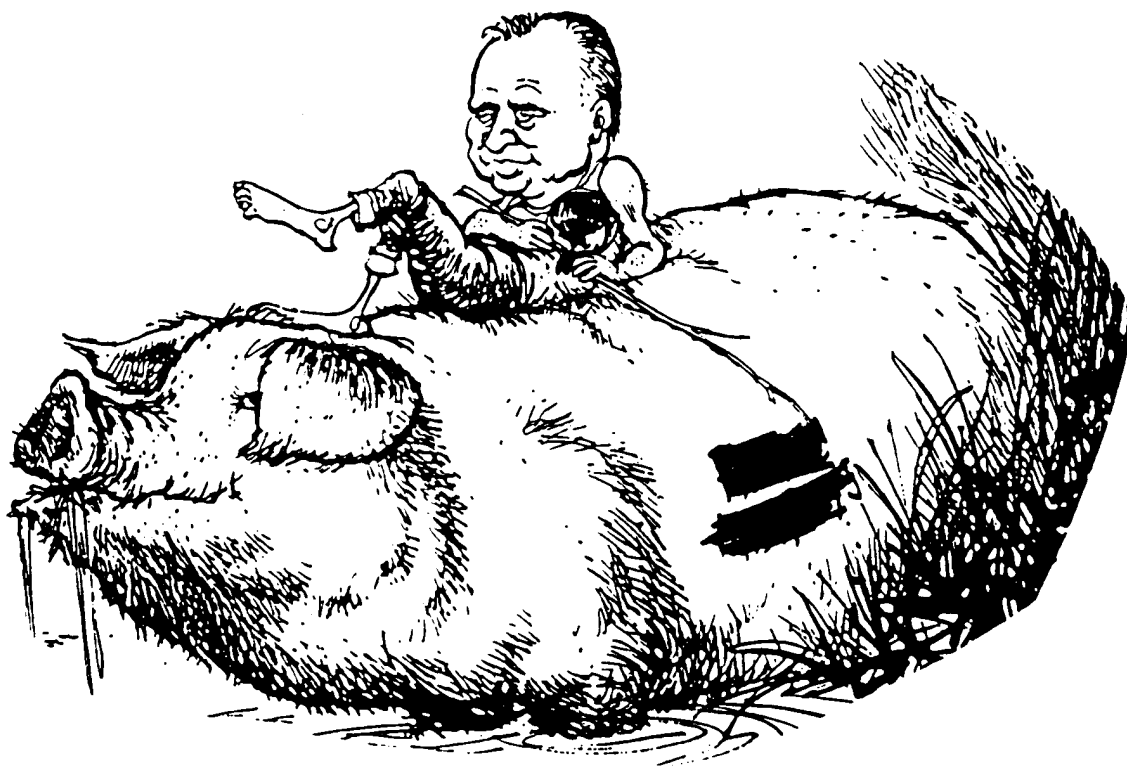
STAT

Juniors 7-12			
	% 39	61	

STAT

HAPPINESS
IS

A FULL STAFF
AND THEN
SOME



Office of Finance Commercial Systems and Audit Division





ROLE OF THE CSAD AUDITOR
IN THE PROCUREMENT PROCESS

- COMPETITIVE PROCUREMENT
- PRE-AWARD FINANCIAL CAPABILITY AUDIT
- PRE-AWARD COST ANALYSIS OF PROPOSAL
- POST-AWARD AUDIT OF CLAIMS
- FINAL AUDIT
- ADVISOR TO CONTRACTING OFFICER
- TYPES OF ADVISORY REPORTS



COMPETITIVE PROCUREMENT

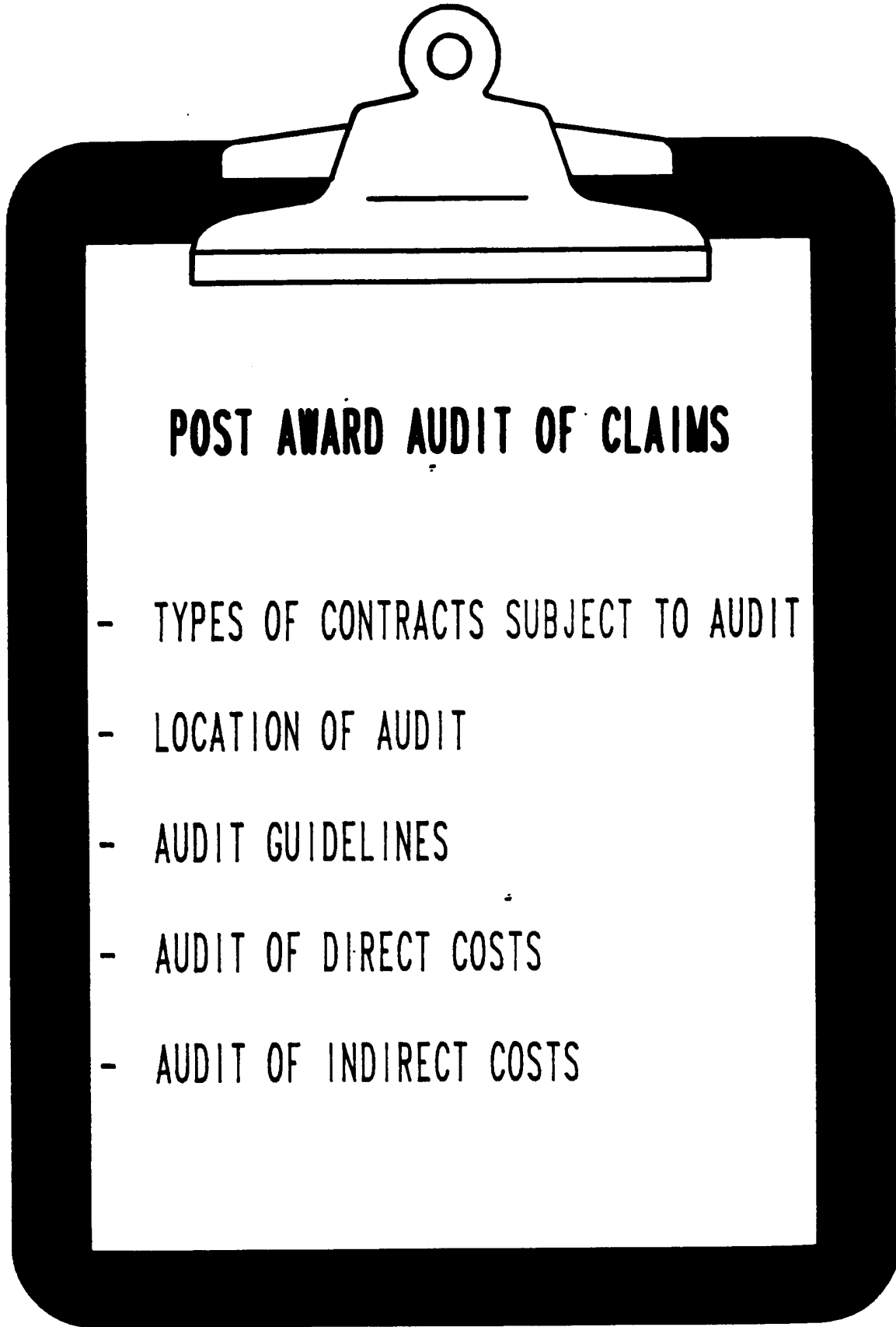
- MEMBER OF COST EVALUATION TEAM
- ADVISOR TO TEAM OF FINANCIAL CAPABILITY AND AUDIT EXPERIENCE WITH PERSPECTIVE CONTRACTORS

PRE-AWARD FINANCIAL CAPABILITY AUDIT

- EVALUATE FINANCIAL POSITION OF COMPANY
- EVALUATE CONTRACTOR'S INTERNAL CONTROLS
- EVALUATE CONTRACTOR'S ACCOUNTING SYSTEM
TO DETERMINE IF IT IS ADEQUATE TO HANDLE
GOVERNMENT CONTRACTS

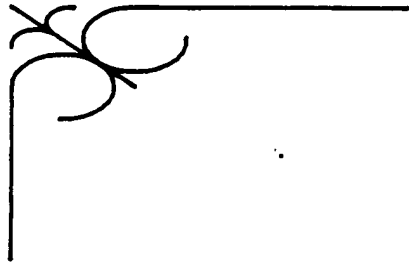
PRE-AWARD COST ANALYSIS OF PROPOSAL

- MATERIALS - VERIFICATION OF PRICES
- MATERIALS - VERIFICATION OF QUANTITIES
- LABOR RATES
- LABOR HOURS
- INDIRECT RATES (OVERHEAD, G&A)



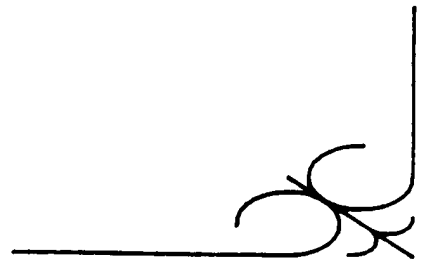
POST AWARD AUDIT OF CLAIMS

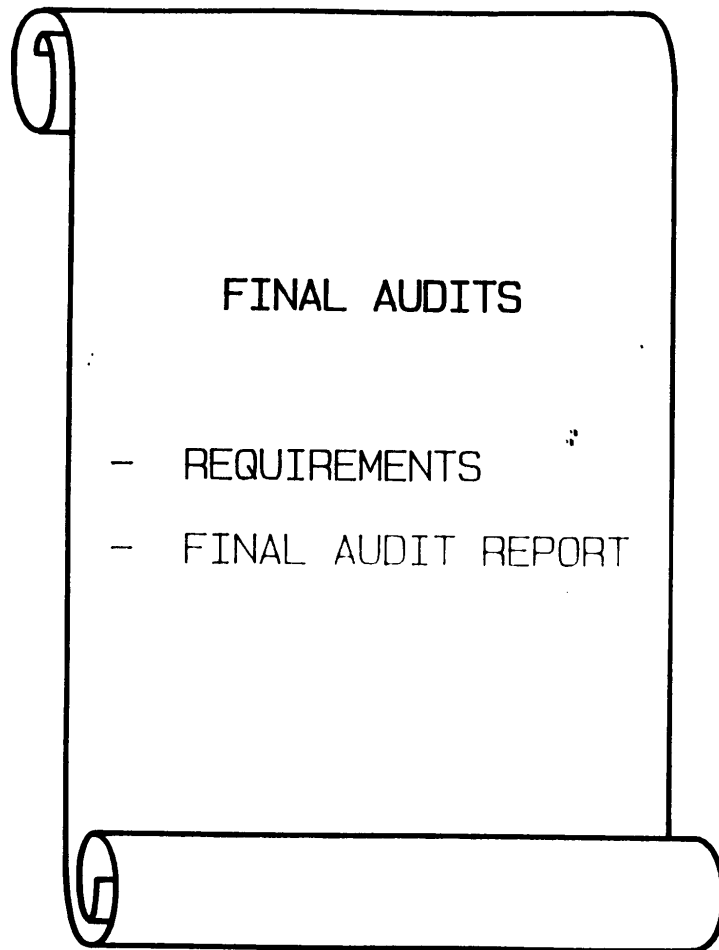
- TYPES OF CONTRACTS SUBJECT TO AUDIT
- LOCATION OF AUDIT
- AUDIT GUIDELINES
- AUDIT OF DIRECT COSTS
- AUDIT OF INDIRECT COSTS



POST AWARD AUDITS

1. TEN DIFFERENT TYPES OF AUDITABLE CONTRACTS. FPR, FP/LOE, FPI, CR, CS, CPFF, CPFF/LOE, CPIF, CPAF, T&M
2. AUDIT OF DIRECT COST CHARGED TO THE CONTRACT.
 - A. INTERIM
 - B. FINAL AUDITS
3. AUDIT OF INDIRECT EXPENSE ALLOCATION RATES FOR USE IN AGENCY CONTRACTS.
4. REVIEW DCAA INDIRECT EXPENSE DETERMINATIONS TO INSURE COMPATABILITY WITH TERMS OF AGENCY CONTRACTS.
5. TERMINATION SETTLEMENT CLAIMS.
6. AUDIT OF NON-COMPETITIVE FFP CONTRACTS UNDER PL-87-653 (TRUTH IN NEGOTIATIONS).
7. REVIEW GOVERNMENT PROPERTY CONTROL SYSTEMS AND LIST OF GOVERNMENT PROPERTY.







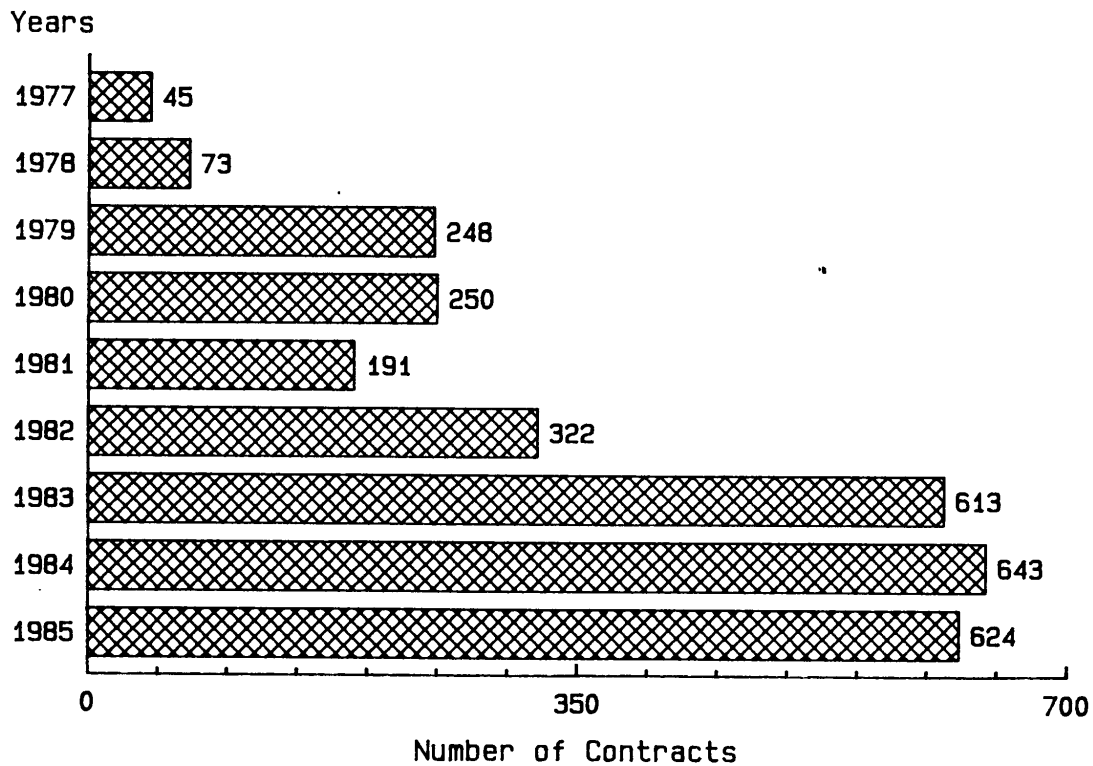
ADVISOR TO CONTRACTING OFFICER

- AGENCY'S CONTRACT REVIEW BOARD
- PRIOR TO AND DURING NEGOTIATIONS

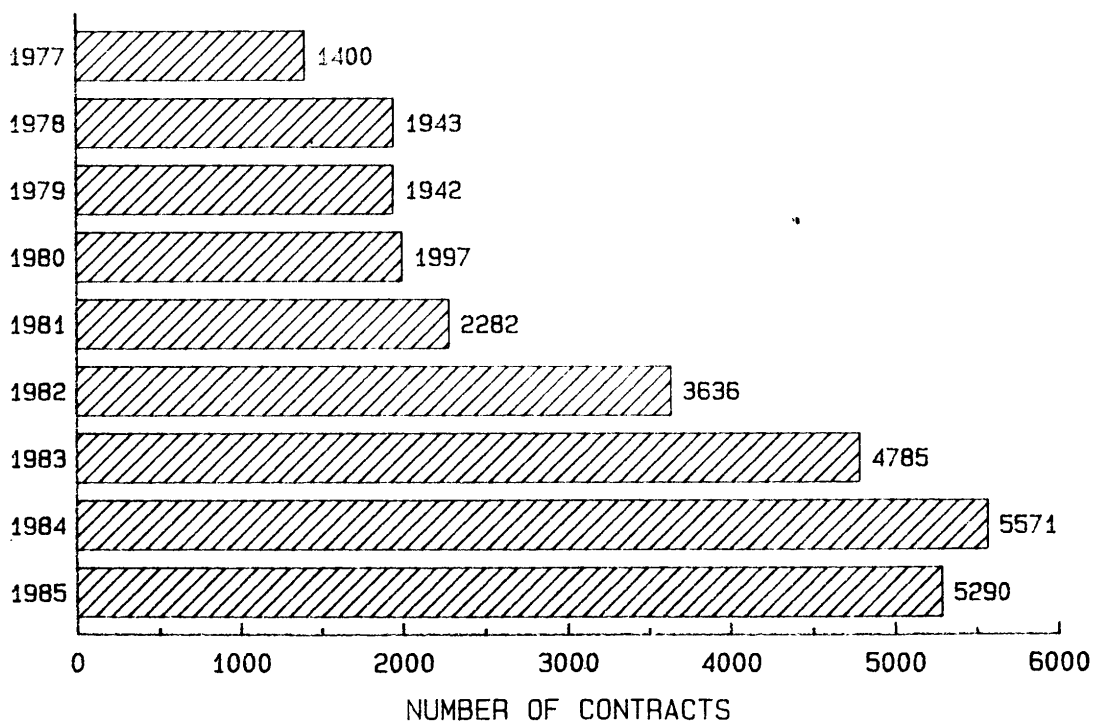
TYPES OF ADVISORY REPORTS

- FINDINGS OF PRE-AWARD SURVEY
- PRE-AWARD COST ANALYSIS
- RESULTS OF INTERIM DIRECT COST AUDITS
- RECOMMENDATION OF DCAA NEGOTIATED FINAL INDIRECT RATES
- RESULTS OF INDIRECT COST AUDITS
- FINAL AUDIT REPORTS

DEPUTY DIRECTOR FOR INTELLIGENCE NUMBER OF CONTRACTS ISSUED FY 77 THRU 85



CENTRAL INTELLIGENCE AGENCY NUMBER OF CONTRACTS ISSUED FOR FISCAL YEAR 1977 THRU 1985



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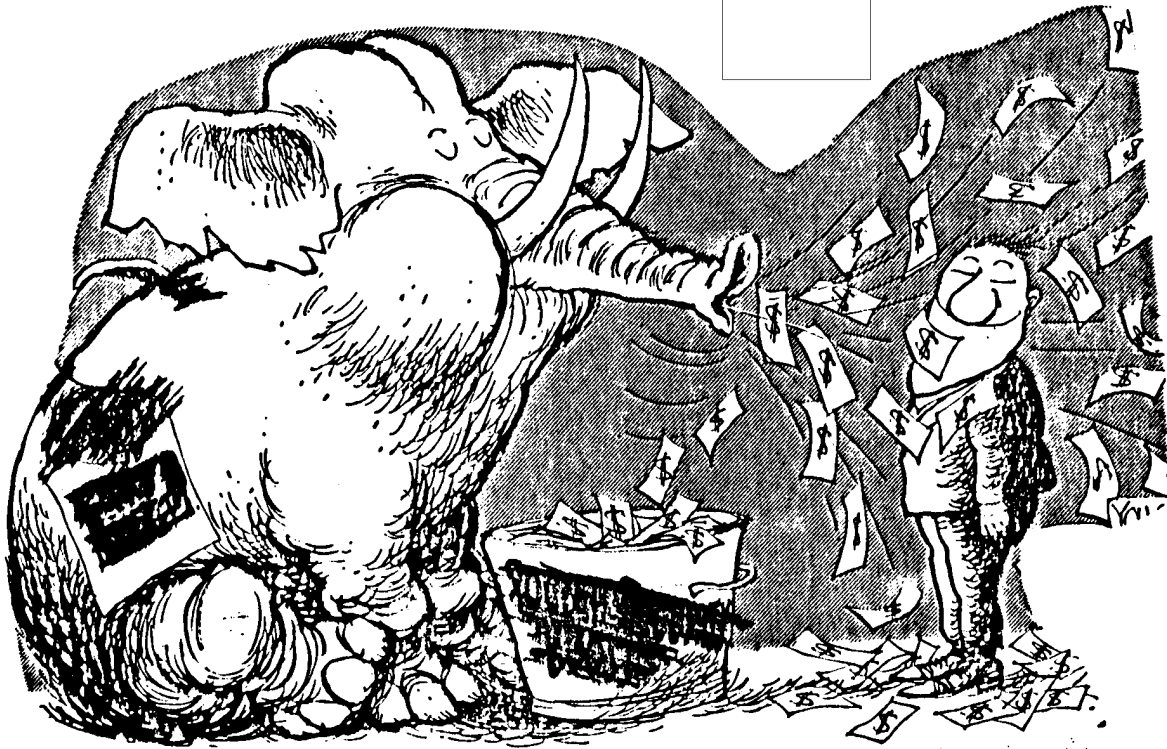
MONETARY DIVISION "The Buck Starts Here"

STAT

Field Ops

Key -
Hqs -
New -

Banking Ops



Disbursing

Hqs
Key

Others

Treasury

Here

There

STAT
STAT

DEPARTMENT OF TREASURY

BRANCH 2

STAT

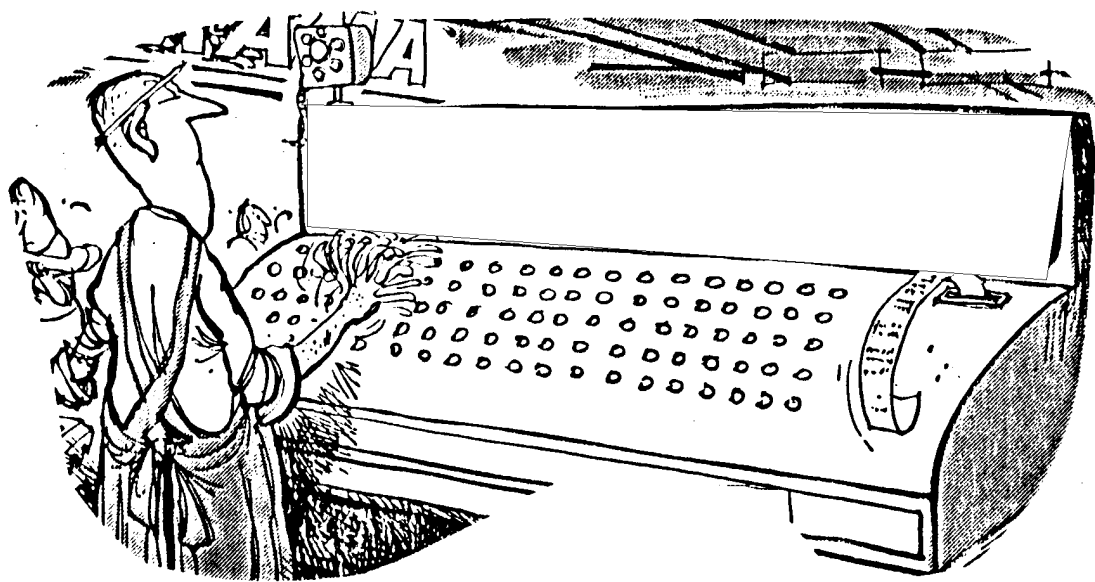
Credit Union Deposits

STAT

Medical Insurance payments

ICS Funding

Bonds



STAT

Field and Domestic Funding

CIARDS Funding and Investments

STAT

Special Awards

Vendor Payments

EFT Control

FY 85
CHECKS

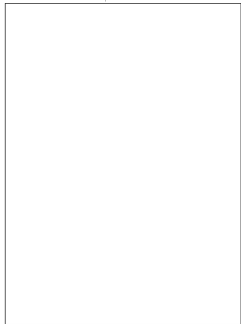
Payroll
Misc.

STAT

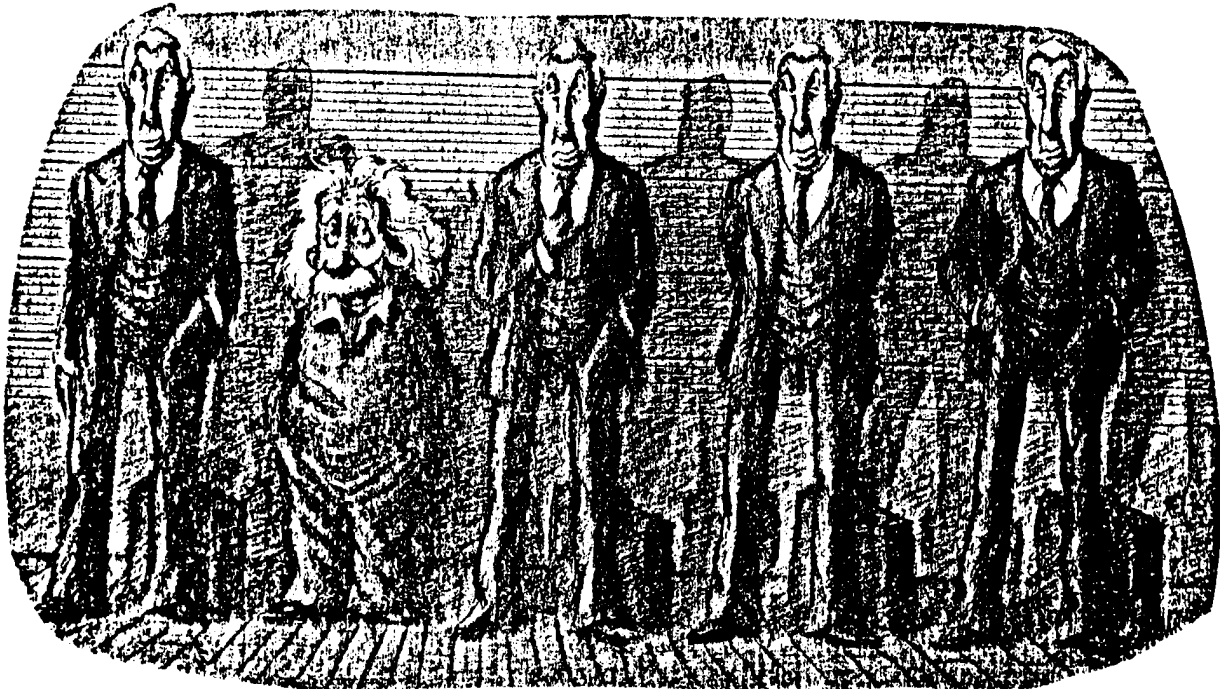
*Treasury #1 =

DOMESTIC BANKING

STAT



Banks
Cities
Accounts



FY 85 Activity -
FY 86 Planned.



Cashier's Checks

STAT

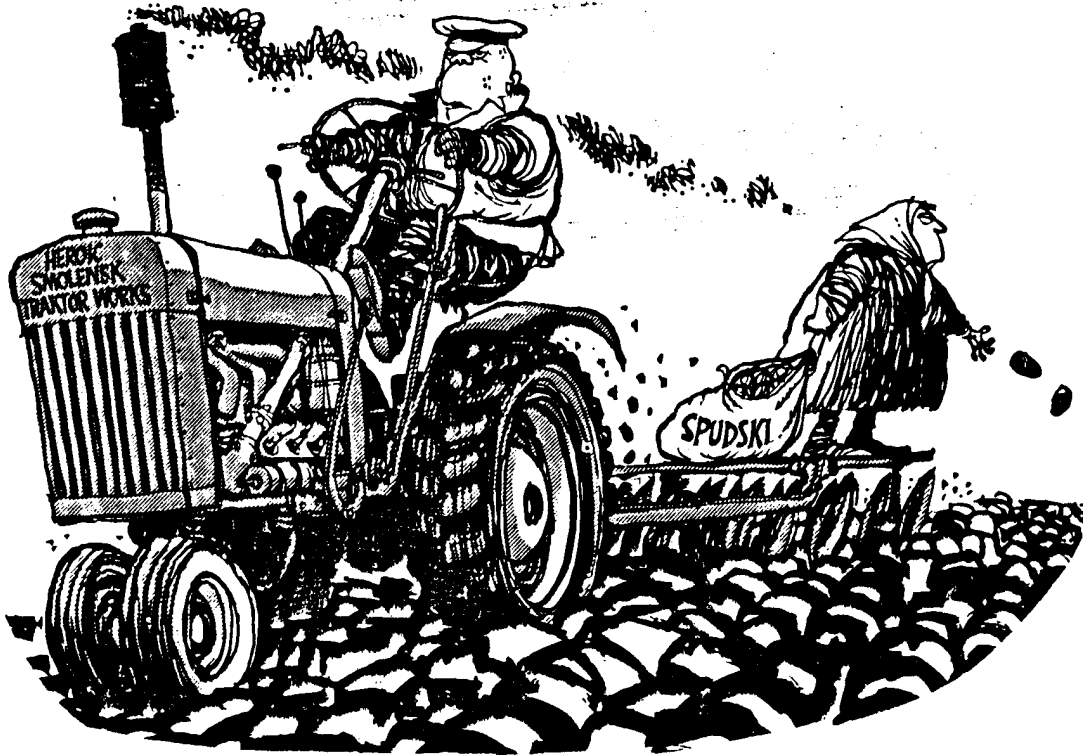
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Traveler's Checks

Investments

Letters of Credit

FIELD OPERATIONS
ARE
STRICTLY COVERT



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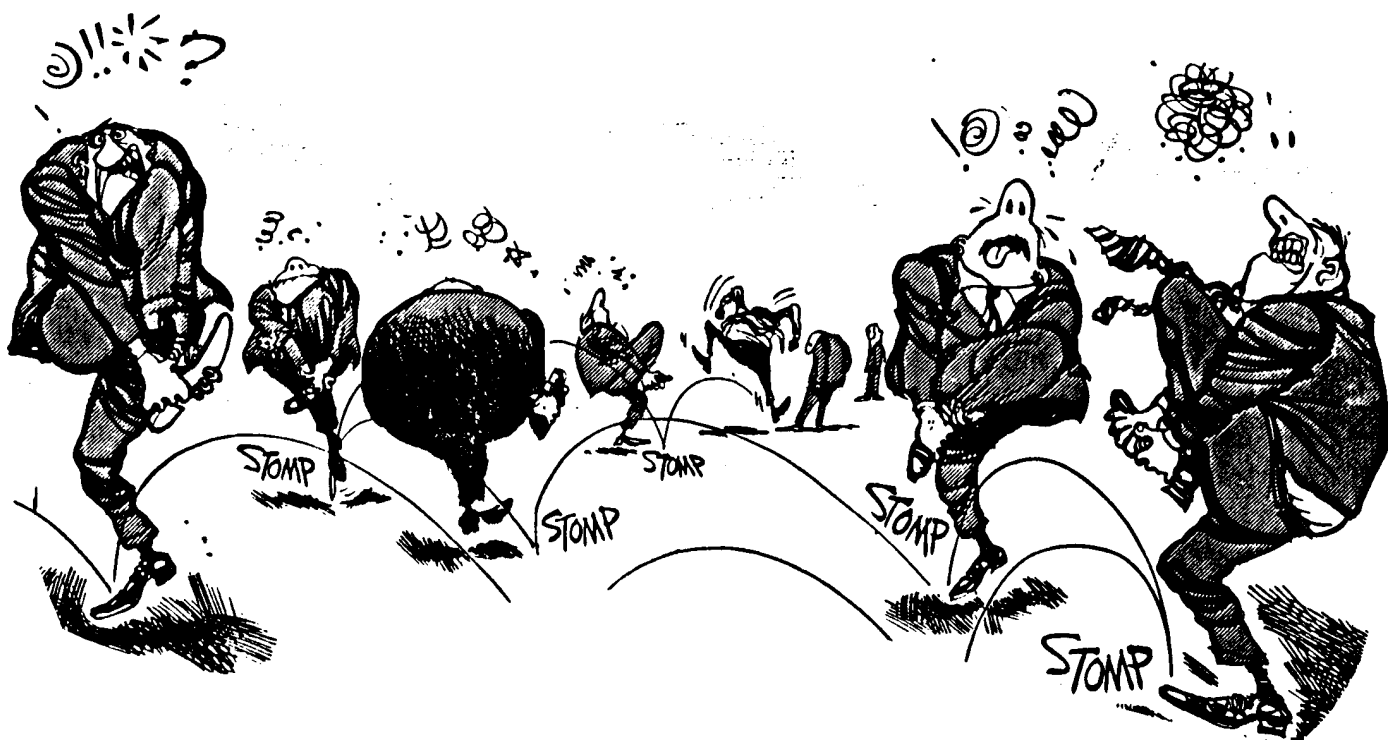
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MAJOR CONCERNS

Integrity and Service
Cash Management
Automation

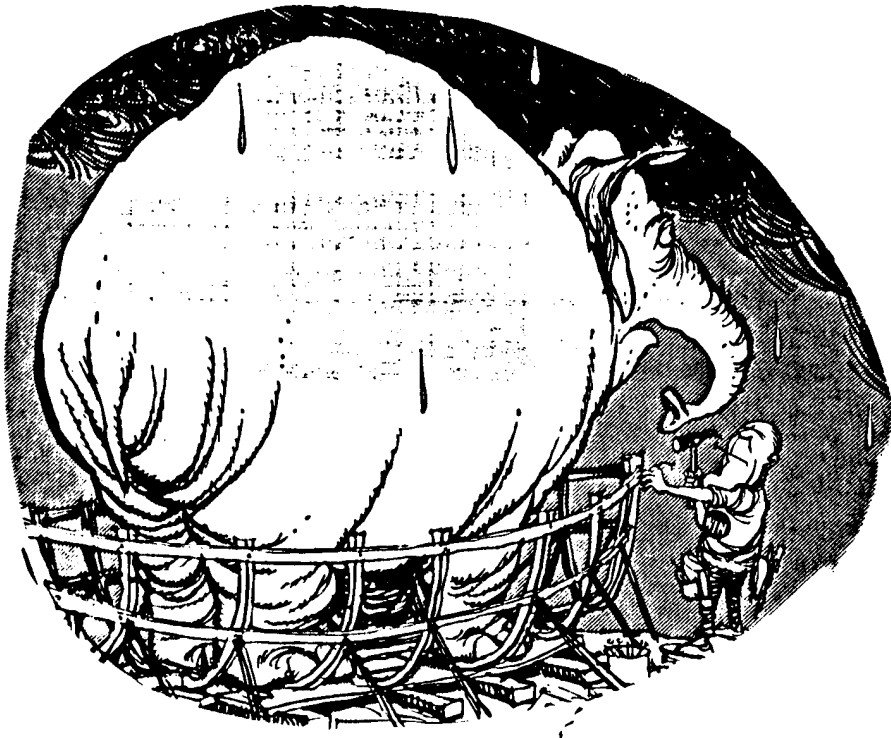
External Forces
IRS Monitoring
Federal Bank Examiners
Treasury Reports & Changes
Exposure

Volume
Maintenance of Banking Contacts



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THE



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