

19 August 1987

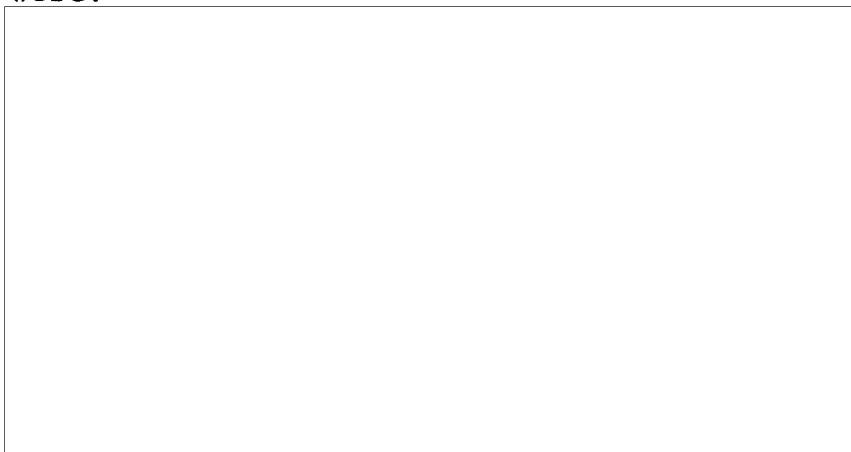
MEMORANDUM FOR THE RECORD

SUBJECT: BARS/CLAS Implementation Plan

1. On Monday, 17 August 1987, all key members of the BARS/CLAS teams attended a meeting, at 0830, in [redacted] The meeting was chaired by Sandy Wolfe from Cullinet. Other attendees were:

STAT

STAT



Sandy Wolfe	Cullinet
Rich Newsome	Cullinet
Dick Raichlen	CSC/BARS
Blynn Cascadden	QSI/BARS/CLAS

2. The purpose of the meeting was to discuss the proposed plan to bring BARS & CLAS to Initial Operating Capability (IOC) on 1 October 1988. The meeting primarily centered on the development of an Agency model using Cullinet Application Software version 1.2.

3. The following are highlights of the discussions.

[redacted] - Stated that Accounts Payable must be able to link with General Ledger (GL). [redacted] agreed to find out how, through discussion with Mr. Ken Green, Cullinet, while [redacted] is in [redacted].

STAT  
STAT  
STAT  
STAT

[redacted] - Gave a brief description of what the Agency model will do.

STAT

Rich N. - Stated that the prototype should be closely controlled and resemble actual day to day business.

Dick R. - Expressed a need for a control group. [ ] answered that Blynn C. had been designated as that group.

STAT

Dick R. - Asked for a definition of a "full Agency model". [ ] answer was to simulate CONIF, ICS, and GAS by starting with simple processes and work towards the more complex ones.

STAT

Sandy W. - Mentioned the importance of documenting the missing functions in 1.2.

[ ] - Asked if they can test with Good Times Clock while prototyping. [ ] answered that depends upon how much testing remained in GTC. Sandy said that from time to time, it may be necessary to go to GTC for tests.

STAT

STAT

[ ] - Stated that she had a lot of problems with the GLDEMO data base, and had to build their own. She also expressed a concern that many of the user defined reports were incorrect.

STAT

[ ] - Stated that the numbering system must be coordinated. She mentioned a routine called MODNUM, an automatic number generator for Purchase Orders, Vendors, etc. Coordination is needed to ascertain that prefixes assigned to these numbers are consistent throughout the data base. An agreement between the four functional team leaders is needed.

STAT

Rich N. - Asked what we expected to get out of the prototyping. [ ] suggested that the functional team leaders, (PUR, MAN, AP, GL) meet together and decide what they want and need. Rich suggested that they define their list of desired functions along with a list of transactions to satisfy the function. If during prototyping, it is found that the transaction does not satisfy the function, then challenge the function. [ ] got an agreement from the functional team leaders to have their lists to Blynn by noon on Tuesday, 25 August.

STAT

STAT

Sandy W. - Suggested that each team break their list down into simple, small scale prototypes and address the more complex prototypes as successes appear.

Dick R. - Stated that the prototyping must assume the availability of funds because they cannot test the funds availability until 1.3 is installed. All agreed with Dick.

Group - Agreed to meet Thursday, 27 August to discuss the lists of functions. The list will be neither low level nor high level. They will be what was defined as "fairly high" level. This list is first cut at what they think is needed.

Dick R. - Suggested that teams develop a process flow chart. [ ] stated that they had already done one. Rich agreed that it was a good idea, but they should again question why the box is there. There was no consensus from the group to adopt the suggestion.

STAT

[ ] - Passed out an example of the functional list. This list will be used to develop packets to build the prototype.

STAT

[ ] - Suggested that prior to developing the Agency model, all should test the remaining reports and establish the link between AP and GL. This link has not been tested yet.

STAT

[ ] - Stated that he is not comfortable with this effort at this point because he hasn't completed testing on GTC. He stated that he does not feel prepared.

STAT

[ ] - Needs a list by noon, 25 August of what remains to be completed on the GTC data base.

STAT

[ ] - Gave a very brief summary of the high level plan as outlined by [ ] Some of the functional team members thought that perhaps they should wait for the policy issues to be resolved before starting the Agency model 1.2. [ ] said no, continue on with those items that are not issues.

STAT

STAT

Sandy W. - Suggested that policy issues be highlighted on the functional lists. She also suggested that functional teams get together and determine how much testing remains.

Blynn C. - Stated need for setting a date for getting policy decisions. The group disagreed.

4. The meeting closed with a remark from Sandy W. that from her observations the meeting was productive. She thanked everyone for coming and expressing their concerns.

Blynn N. Cascadden

Define the scope of the IPM (Integrated Prototype Model)

Coordinate Account Key for all teams

Define numbering schemes

Prepare test scenarios

Identify and prepare transactions to be tested

Prepare anticipated results

Test transactions

Compare actual results to anticipated results

Identify missing functionality

Document alternatives to resolve missing functionality

#### Functions To Test

Test the timely and accurate payment of invoices from commercial vendors.

Test the requirements for processing payment of other government agency billings for materiel ordered or services received.

Test the ability of the system to provide and update audit data to satisfy commercial audit requirements.

Test the ability to record advances of both permanent and temporary nature, for Agency employees and activities.

Test the ability to monitor employee advances and process accountings against them.

Test the ability to disburse funds through Treasury checks and EFT.

Test the capability of Funds Control:

- To create commitments through requisitions in the purchasing package.

- To create obligations in the purchasing package.

- To create expenses in the accounts payable package and liquidate previously created obligations and adjust amounts as required.

- Update appropriate general ledger budgetary accounts.

Test the ability of the system to distribute accounts payable data to update general ledger accounts.