FY 21 GFEBS and P2P Data Exchange, Reconciliations and Audit Readiness

Karen Wisniewski
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The views and assertions expressed in this presentation are those of the authors and do not necessarily reflect any official policy or position of the United States Army.
There are nine critical exchanges between the P2P and enterprise standards to produce effective business operations.

The next slides will address HSs 1 - 9 and critical issues that hinder accurate contract execution with a focus on HSs 5-6 and HS-9 contract closeout.
Handshake 1 is the creation of a purchase request (procurement) and the assignment of committed funds to that purchase request (budget/accounting)

Purchase requisition is received in RM office. Funds are approved for the transaction. GFEBS PR is created and interfaced to P2P for contract/grant to be awarded.
Identify what necessary data a PR should include
Amending a PR after contract award
Contract does not link back to original PR by line item (Commitment Identification Number (CIN) and PR Line item linkage do not agree)
PO processors making manual changes
Handshake 2: Pre-Award validation.

Ensures funds remain available for obligation as written on the contract (time, purpose, and amount)

Ensures contract can be recorded in the accounting system when received (data aligns to commitment in HS1 and that they REMAIN unchanged and certifiable. DoD FMR and DFARS requirement.
Handshake 2 Critical Issues

Pre-validation errors (PAV errors)
Possible unit of measure invalid
Quantity conflicts with PR
Pay Office error
Invalid dates, Periods of performance
Line of Accounting Errors (LOA errors)
Commitment Identification Number (CIN) not in agreement with PR
Modification conformance error (failure to post a previous mod).
Handshake 3 and 4 Definition

Handshake 3: Record award to the accounting system. Automatically interfaces the recording of the obligation from the contract writing system to GFEBS. Purchase Order is created.

Handshake 4: Record award to the entitlement system. Automatically records contract award/ modification to the contract entitlement system for successful contract administration.
Handshake 3: Record award to the accounting system.
Interface fails due to technical issues, PD2 unavailable, GFEBS unavailable
For De-obligation mods that remove funds in total will not interface to GFEBS (interface cannot trash can a GFEBS line)

Handshake 4: Record award to the entitlement system.
Interface fails due to technical issues
Handshake 5: Confirm Receipt and Acceptance
The confirming of receipt and acceptance of goods or services, aligned with a specific award to the Government to facilitate entitlement.

Handshake 6: Perform Entitlement
Match request for payment to supporting documentation, such as obligation and receiving report, to support two or three-way matching. Also includes payment prevalidation.
Handshake 5: Confirm Receipt and Acceptance
Receiving report, invoice prepared with errors.
Do not accept an invoice if the unit of measure is less or more than what is listed on the contract
Receiving report not submitted
Vendor credits are not routed WAWF causing a challenge when trying to reconcile

Handshake 6: Perform Entitlement
Payment request such as receiving report, invoice does not match obligation, will not pass prevalidation. If HS5 is correct, HS6 should process.
**ORDER FOR SUPPLIES OR SERVICES**

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Labor FFP</td>
<td>12</td>
<td>Months</td>
<td>$53,388.86</td>
<td>$640,666.32</td>
</tr>
</tbody>
</table>

The contractor shall provide all technical and management services necessary as defined in the performance work statement (PWS). Contractor shall support all aspects of processes that support CRMRP’s management and oversight of the Program’s Regenerative Medicine R&D portfolio.

FOB: Destination

PURCHASE REQUEST NUMBER: 0010215750

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**Contract W81XWH08D0031 0020**

**NET AMT**

$640,666.32

ACRN AA

CIN: GFEB6S001021575000001

$300,000.00
Line item 10 in GFEBS should match contract 12 months @ $53,388.86
If vendor invoices for a prorated amount other than what is cited on the contract it cannot be accepted as 1 month, but needs to be accepted as (33,047.70/53,388.86 = 0.619 months). If not done it makes it difficult to decrement since monthly rate will change.
Handshake 7 and 8 Definition

Handshake 7: Pay the Vendor
Payment systems receive accurate accounting and entitlement data, which is then used to make timely and accurate payments to vendors. Also includes reporting payment data to accounting to record expenditure.

Handshake 8: Report Payments to Treasury
DoD financial systems provide complete and accurate payment data to the US Treasury in accordance with Federal standards.
Handshake 7: Pay the Vendor
Vendor code not updated in SAMS
EFT banking information not correct
Delays cased by rejected invoice

Handshake 8: Report Payments to Treasury
Interface fails due to technical issues
Handshake 9: Perform Contract Closeout

Completed/terminated contracts are closed in DoD acquisition and financial systems, and remaining funds are de-obligated.
Handshake 9 Critical Issues

**Handshake 9: Perform Contract Closeout**

- Contracts not being closed out in a timely manner
- Information to close contract is not readily available
- Notifications not sent to the correct recipients
- Contract closeout not available to all impacted systems/functions
- Contract in audit
The contract viewer role in GFEBS provides a provisioned individual view only access to GFEBS transactions spanning the spending chain process. The role enables the user to monitor the Interface between GFEBS and SPS/PD2 in the event of errors.
How to obtain the role:
Ask your GRC administrator to input a GRC request
For the following role: EPS_EC_SC_CONTRACT_VWR___0000
Training will automatically populate in ALMS
If assistance is needed MRDC HQ can help.
POCs for assistance are: Karen Wisniewski; Karen.Wisniewski.civ@mail.mil
Jennifer Lewis-Nason; jennifer.lewis-nason.ctr@mail.mil
# Contract Viewer Role in GFEBS

<table>
<thead>
<tr>
<th>T-CODE</th>
<th>WHAT AM I LOOKING AT</th>
<th>TRIGGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ME53N</td>
<td>Display Purchase Requisition</td>
<td>To review a PR</td>
</tr>
<tr>
<td>ME23N</td>
<td>Display Purchase Order</td>
<td>To review a PO, such as contract data, price, quantity.</td>
</tr>
<tr>
<td>ME5A</td>
<td>PR List Display</td>
<td>Displays a list of purchase requisitions.</td>
</tr>
<tr>
<td>XK03</td>
<td>Display Vendor Master</td>
<td>Perform this procedure when you need view information associated with a vendor master record</td>
</tr>
<tr>
<td>ME2N</td>
<td>PO List Display</td>
<td>Perform this procedure to search for Purchase Orders (PO) documents.</td>
</tr>
</tbody>
</table>
**Contract Viewer Role in GFEBS**

<table>
<thead>
<tr>
<th>T-CODE</th>
<th>WHAT AM I LOOKING AT</th>
<th>TRIGGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZSSC_SPS_PR</td>
<td>PR ACK NCK ALV Report</td>
<td>Used to see if PR successfully inserted into SPS</td>
</tr>
<tr>
<td>ZSSC_SPSPO_ERR_SM</td>
<td>PD@ to GFEBS insertion</td>
<td>Used to see if a Contract has successfully inserted into GFEBS and created a Purchase Order</td>
</tr>
<tr>
<td>WE02</td>
<td>IDOC List</td>
<td>Perform this procedure when you want to verify FM IDocs have posted successfully. IDocs serve as the vehicle for transferring transaction data from PBAS-FD to GFEBS. An example of data being transferred to GFEBS is the funding authorization information to HQDA (Level 1).</td>
</tr>
<tr>
<td>WE09</td>
<td>IDOC Search for Business Content</td>
<td>Perform this procedure when searching for IDOC Range by PR Number</td>
</tr>
<tr>
<td>FB03</td>
<td>Display Document</td>
<td>Perform this procedure when you need to view information on a miscellaneous payment invoice not subject to PPA, using the Enter Invoice (FB60) transaction. An example would be a utility bill.</td>
</tr>
<tr>
<td>S_ALR_8712082</td>
<td>Vendor Balance List</td>
<td>Perform this procedure when looking for AP balances for a vendor or range of vendors. Display – shows open AP balances for a vendor or range of vendors.</td>
</tr>
</tbody>
</table>
How to obtain the role:
Ask your GRC administrator to input a GRC request
For the following role: EPS_BI_BI_BUDGT_REPORTER__0000
Training will automatically populate in ALMS

In GFEBS, a contracts financial information is mapped into a Purchase Order (Obligation Document). Each line in the PO matches one ACRN-CLIN-SLIN combination. This report, based on Procure to Pay within BI, provides the PO, PO Line Number, ACRN-CLIN-SLIN, Invoices, and Payment Documents. (Note: when and invoice is Disbursed the Invoice information is removed leaving only the disbursement information.)
POCs for assistance are: Karen Wisniewski and Jennifer Lewis-Nason
# Procure to Pay - Purchasing Detail Report

**Date:** 03/04/2021 20:39:22  
**User:** Wisniewski, Karen

## Variables

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>PIIN</th>
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</thead>
<tbody>
<tr>
<td>2021</td>
<td>W81XWH21P0038</td>
</tr>
</tbody>
</table>

## Purchase Orders

<table>
<thead>
<tr>
<th>Purchase Order</th>
<th>Purchase Order Item</th>
<th>Vendor</th>
<th>Material</th>
<th>Material Doc Type</th>
<th>Material Doc. Item</th>
<th>Amount</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>4656849162</td>
<td>1</td>
<td>0A680</td>
<td>INTELLIGENT AUTOMATION, INC</td>
<td># Not assigned</td>
<td>W81XWH21P0038</td>
<td>92,916.65</td>
<td>1.000</td>
</tr>
<tr>
<td>4656849162</td>
<td>2</td>
<td>0A680</td>
<td>INTELLIGENT AUTOMATION, INC</td>
<td># Not assigned</td>
<td>W81XWH21P0038</td>
<td>18,683.34</td>
<td>1.000</td>
</tr>
</tbody>
</table>

**Contact Award:**

**BI Output**

**BI Budget Reporter**

**P2P Purchasing Detail Report**
As of 03 MAR 2021 cancelling year unliquidated status is 744 records totaling $84,676,886.26:

<table>
<thead>
<tr>
<th>Grant Records</th>
<th>Grant ULOs</th>
<th>Contract Records</th>
<th>Contract ULOs</th>
</tr>
</thead>
<tbody>
<tr>
<td>344</td>
<td>$67,313,648.23</td>
<td>400</td>
<td>$17,363,238.03</td>
</tr>
</tbody>
</table>
Deficiencies

Unable to evidence source documents (e.g., a document supporting the accounting entry of an obligation)
Unable to evidence signature dates (e.g., date approval signed)
Untimely posting of obligations
Unable to prevent obligations posting prior to procurement instrument award (in contrast to proper period, this control deals with procurement / obligation authority)
Posting an incorrect amount of funding or line of accounting
Unable to evidence a complete record
Unable to prevent duplicate posting
Untimely production of source documents to support accounting events, transactions, and entries
Legibility issues associated with paper documents
Audit Readiness Challenges

Descriptions from auditors on the effects of deficiencies include:

Organization cannot substantiate obligated amounts
Violations put organization at risk of ADA violations
Liabilities understated
Payments made for goods / services not received
Increased risk of unauthorized transactions
Misstatements may not be detected / corrected timely
Transactions recorded are incomplete / recorded in a different period
GOALS

Enable auditability by creating a clear trail from funding through contract to asset
Enable analysis of contract data to include assurance of the validity of obligated balances for YE certification purposes
Improve traceability of funds from obligation through expenditure
Enable automated tracking and reporting of contract funding and deliverable
Improve timely and accurate acceptance of invoices
Ensure execution of contract in on track within the scope of the contract
Increase communication between RM and Contracting personnel
Reduce the risk of misuse and abuse of funds
Focus on GRANTS early