

FBMS Implementation Telecast Transcript **Implementation Plan & Q & A Segment #1**

Now we want to go back to Mike, and talk a little bit then about how this system gets implemented.

>> M. Ferguson: Okay.

Let's talk now a little bit about the impacts of all of this, and the implementation plan we have mapped out.

First of all, what can you all expect?

One change that will affect absolutely every employee is the coding changes.

Both organizational codes and charge codes will change.

We have done that before, in fact, we have done it several times.

There's always some confusion at first until we learn and understand the new coding system.

I expect this time to be just like the last time we changed all of our codes.

There will also be some changes in the requisitioning process.

While these changes won't affect everybody, they will affect requisitioners, property specialists, finance and acquisition staff at all levels of the organization.

Many of the other changes will primarily affect the folks in Denver who deal with finance and payments.

There will also be a blackout period from September 23rd through November 10th.

We'll talk a little bit more about that a little later.

In addition to FBMS, there will be some other changes going on at the same time.

One is the recent change to gov-trip.

I think everybody would agree that the transition so far has been significantly less than smooth.

But we have made progress, and we do hope to have things run more smoothly by the time we

convert to FBMS.

We'll also be changing to charge card vendors in late November.

This is not directly related to FBMS.

It just adds one more complication to doing business this fall.

The first FBMS related change everybody will see is in quicktime.

Julia, you can take us through those changes?

>> J. Dougan: I'd be glad to, Mike.

And you're right.

The first real taste of FBMS for most all of us employees will be when we do quicktime in its new version called FBMS quicktime, so I'd like to review why quicktime is changing, when it will change, and what resources are available to help you through the transition.

First, let's talk about why quicktime is changing.

Well, it's changing because we want you to continue to be paid during the conversion to FBMS.

FBMS uses a different set of cost codes than we currently use, so quicktime had to be reprogrammed to accept the FBMS cost codes and transfer data to FBMS.

So, when will quicktime change?

The FBMS version of quicktime will be in place starting pay period 20, which is September 14th, just right around the corner.

Now, much of what you are familiar with in quicktime won't change at all.

Some things that won't change, the look of the screens is the same, the way you log into the system will be the same, except, remember, we have gone to those new 12-character pass codes.

Pay codes for annual leave, overtime, et cetera, that will all stay the same.

The verify, validate and certify process remains unchanged, and the people that are involved in quicktime, your timekeeper, your quicktime administrator, none of them will change.

The way you do amendments and corrections to your time will stay the same.

Of course, FBMS has its own unique terminology because it's a doi-wide system.

Understand FBMS all DOI bureaus will now use a consistent set of financial terms.

The first thing you will notice is that FBMS cost codes are longer and more complex than our current codes.

But if you look a little closer, there will be some things that are familiar.

Most of our current organization codes, sub activities, PEs and project codes are actually embed in the FBMS codes.

The exception is fire.

Fire has a completely new set of codes.

All DOI bureaus will use these same new fire codes.

This will make it much easier to capture the cost of the fire program DOI-wide.

Let's quickly run through some of the new terminology and some examples of the new coding format.

On this chart, you will see current BLM terms and what term that converts to under FBMS.

The first BLM term is organization code.

We now call that a cost center.

So, here you see an example of an organizational code that's a NOC, what it looks like now and what that code will be under FBMS.

The next TERM I WILL use to sub activity and PE.

Under FBMS we call that a functional area, and again you see a sub activity with a PE, and then the functional area.

And if you look closely inside all of those numbers, you will see that 1010 sub activity embed as well as the HP-PE is in that code.

Then we have the project code.

Currently our project codes are generally four letters, four characters.

Under FBMS, the project code is called a work breakdown structure.

And again, if you look closely, the project code is embedded in that work breakdown structure.

But that's kind of a lot to absorb really quickly, so what resources are there to help employees through the transition?

Well, we have developed a quicktime overview and an FBMS coding reference guide for your use.

The FBMS quicktime overview is a self-study video that walks you through the new terms, and coding structure and shows you how to put those together on your time sheet.

Another resource is the FBMS coding reference guide.

The guide is more in-depth than the overview and it will really help you master the various FBMS terms and codes that must be used on all financial documents such as your travel vouchers, your charge card statements, requisitions.

The FBMS leads in your organization have made these resources available to you but you can always find them on the FBMS website.

Here's a view of the FBMS website.

You can find the FBMS quicktime overview and the FBMS coding reference guide right there.

Now, remember, FBMS codes must be used on time sheets beginning pay period 20 and FBMS codes must be used on all financial transactions beginning October 12008.

>> T. Garrett: Thank you, Julia, with that information, I'm sure our viewers may have some questions and comments at this point.

So, we do want to invite your input.

If you have a comment or question for us, please give as you call or send us an email or a fax.

And we have had a couple of questions that have come in during the early minutes of the program.

And I'll ask Jeanette in Denver to stand by.

This may be a question she wants to address.

The question is from Lisa in the shoshone field office in Idaho.

How about will the blackout affect our ability to use I.D. I.Q. contractors to get fire rehab work done.

In Idaho much of this work has to take place in September and October before the ground freezes.

Will we be unable to pay our contractors until December.

Are we prepared to owe them interest?

Jeanette, could you address those questions?

>> J. Callahan: Available for contracts.

So, they will be able to use that.

In terms of not getting paid until December, we're going to do everything we can to make critical payments.

We're still working on the vendor payment details in terms of how we're going to prioritize payments, and we're also working with the FBMS project office on the logistics of that.

We'll be getting some information out on that very soon.

I think we're just about ready to make final decisions on that.

So, more to come on the vendor payments issue, but they will be able to use ideas.

It won't interface with FBMS, however.

>> T. Garrett: Thank you, Jeanette.

Julia, something to add.

>> J. Dougan: Yes, if I could add to what Jeanette said.

In July, Mike did quite a lengthy briefing for the ELT, and the subject of Sven for payments was discussed at length.

And the ELT made it absolutely clear to us in FBMS project that necessary contracts and

payments of vendor related to fire activities was an absolute priority.

So, I know that we will work closely with the field staff to make that happen.

Jeanette has been working really hard on how to put all of those details together, but fire related activities and payments will be a priority.

>> T. Garrett: All right.

Thank you.

And we thank Lisa in the shoshone field office for the question.

A question came from Cynthia from the gunnison field office.

How will this affect govtrip.

Mike, would you like to address that?

>> M. Ferguson: Well, it won't affect gov-trip directly.

We have had -- I think everybody understands that we have had some bumps with gov-trip.

It's really not associated with FBMS.

One of the reasons that we decided to convert to gov-trip early was to try to get through the bumpy period before we convert to FBMS.

The thing that will be affected, we'll talk more about this a little later in the broadcast, is the timing of the payments.

But again, that's not a function of gov-trip.

That will be a function of the blackout period.

>> J. Dougan: Mike, I'd like to remind our viewers that gov-trip system will be up and available all during the conversion to FBMS.

>> M. Ferguson: Right.

>> T. Garrett: All right.

We appreciate those questions.

That second question from Cynthia in Gunnison.

And we'll have time set aside later in the broadcast for additional questions and comments. So, feel free to get in touch with us to raise issues or questions that you may have in mind.