DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109

REPLY TO
ATTENTION OF

FEB 08 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Joint Reconciliation Program (JRP) Video-Teleconference (VTC) for Phase I Review

1. The next JRP VTC will be held on March 22, 2011, 1500 -1600 Eastern Daylight Saving Time. The purpose of the VTC is to discuss Phase I Joint Reviews ending January 31, 2011.

2. The JRP Phase I checklist (enclosure 1) and the confirmation statement (enclosure 2) is due to our office by close of business on February 25, 2010. Please send the items to, JointReconProgram@hqda.army.mil, our centralized JRP mailbox.

3. For VTC connectivity, please complete information on the enclosed VTC Request Form (enclosure 3). To ensure VTC access, the request form must be received by this office no later than March 14, 2011. We ask that commands share VTC sites wherever possible.

4. Individuals planning to attend the VTC at the Pentagon (2D667) should make reservations for seating by March 14, 2011. If you have any questions regarding the upcoming Phase I JRP VTC, please contact (703) 693-3467, DSN 223.

Encls

John J. Argodale
Deputy Assistant Secretary of the Army
(Financial Operations)

DISTRIBUTION:
Principal Officials of Headquarters, Department of the Army
Commander
U.S. Army Forces Command
U.S. Army Training and Doctrine Command
U.S. Army Materiel Command
U.S. Army Europe
U.S. Army Central
U.S. Army North
U.S. Army South
U.S. Army Pacific
U.S. Army Africa
U.S. Army Special Operations Command
Military Surface Deployment and Distribution Command
(CONT)

Printed on Recycled Paper

SUBJECT: Joint Reconciliation Program (JRP) Video-Teleconference (VTC) for Phase I Review

DISTRIBUTION: (CONT)
U.S. Army Space and Missile Defense Command/Army Forces Strategic Command
Eighth U.S. Army
U.S. Army Network Enterprise Technology Command/9th Signal Command (Army)
U.S. Army Medical Command
U.S. Army Intelligence and Security Command
U.S. Army Criminal Investigation Command
U.S. Army Corps of Engineers
U.S. Army Military District of Washington
U.S. Army Test and Evaluation Command
U.S. Army Reserve Command
U.S. Army Installation Management Command
Superintendent, United States Military Academy
Director, U.S. Army Acquisition Support Center

CF:
Commandant, U.S. Army Financial Management School
Defense Media Activity
Defense Acquisition University
President, National Defense University
Director, Defense Finance and Accounting Services
Program Executive Office Ammunition, Picatinny Arsenal, NJ 07806-5000
Program Executive Office Air, Space and Missile Defense, Huntsville, AL 35807-3801
Program Executive Office Aviation, Huntsville, AL 35807
Program Executive Office Combat Support and Combat Service Support, Warren, MI 48397
Program Executive Office Combat, Control, and Communications Tactical, Fort Monmouth, NJ 07703
Program Executive Office Enterprise Information Systems, Fort Belvoir, VA 22060-5526
Program Executive Office Ground Combat Systems, Warren, MI 48397-5000
Program Executive Office Intelligence, Electronic Warfare and Sensors, Fort Monmouth, NJ 07703-5305
Program Executive Office Soldier, Fort Belvoir, VA 22060-5422
Program Executive Office Simulation, Training, and Instrumentation, Orlando, FL 32826
Program Executive Office Tactical Missiles, Redstone Arsenal, AL 35898-8000

JOINT RECONCILIATION PROGRAM
PHASE_I, II, III___ JOINT REVIEW CHECKLIST

Operating Agency Code (OA): _____ **DATE: _____**

1. **REVIEW OF CANCELING APPROPRIATIONS:**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS:

2. **REVIEW OF 4th YEAR EXPIRED APPROPRIATIONS**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS:

3. **REVIEW OF NULOS/UMDs**:

BSN	$ NULO/UMD VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS:

b. ACTION PLAN TO REDUCE FUTURE NULO/UMDs:

4. **ABNORMAL BALANCES** (Credit Obligations/Disbursements)

a. **Credit Obligations:**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

b. **CREDIT DISBURSEMENTS:**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

c. ACTION PLAN TO REDUCE FUTURE ABNORMAL BALANCES:

5. **TRAVEL ADVANCES Over 60 Days Old**

$$ VALUE	# OF TRANSACTIONS

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS

6. **MODs Over 60 Days Old**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

a. STATUS

7. **REVIEW ALL REMAINING PRIOR YEARS ULOs**

a. **ULO GREATER THAN $ 50,000.00 FOR USE OF VALID OBLIGATION DOCUMENTS AND STATUS OF OUTSTANDING PAYMENTS**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

b. **REVIEW OF ULO FOR INTERAGENCY AGREEMENTS (MIPRS) THOSE WHERE NO DISBURSEMENTS HAVE BEEN MADE**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

c. **REVIEW OF TDY ULO (Explain reason for remaining balances)**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

* Where applicable, unliquidated travel for FY(s) should be deobligated. With the exception of obligations less than 180 days old for TDY and 2 years old for PCS, all travel lines (unless validated) will be liquidated per the Phase __ joint review.

8. **REVIEW OF "OTHER" CURRENT YEAR ULO OVER 90 Days Old**

BSN	$ ULO VALUE	Total #Of Open Transactions	Total $ Value Change from Last Review

a. STATUS

9. **INTEREST CHARGED DURING CURRENT FY. DFAS has charged the largest amount of interest for the following reasons:**

EOR	TOTAL

*To facilitate cost savings, the analyst is assisting in the efforts and working with the COR to ensure documents are sent to DFAS in a timely manner for prompt payment.

10. **REIMBURSABLE ACTIVITY**

a. **Review of Credit Unfilled Orders**

FY	TOTAL $ VALUE	TOTAL # OF LINES

b. **Review of Delinquent Accounts Receivables**

FY	TOTAL $ VALUE	TOTAL # OF LINES

c. **Review of Customer/Job Order Numbers**

# OF CUSTOMER/JOB ORDERS	# OF INVALID CUSTOMER/JOB ORDERS

d. **Review of Account Receivable Balances within DoD > 30 Days Old**

Total A/R Value	Value > 30 days	Value > 30 days since last review

e. **Review of Account Receivable Balances outside DoD > 30 Days Old**

Total A/R Value	Value > 30 days	Value > 30 days since last review	Bonafide need yes or no

f. **Review of Account Receivable Balances for Public > 30 Days Old**

Total A/R Value	Value > 180 days	Value > 180 days since last review

11. CORRECTIVE ACTIONS FROM LAST JOINT REVIEW.

a. Status

12. GOALS NOT MET:

a. Please list goals not met with justification and plan of action

PLACE COMMAND's
LETTER HEAD
HERE

I HEREBY CONFIRM THAT THE TRIANNUAL REVIEW FOR PHASE _____ PERIOD ENDING _____ WAS COMPLETED AND ACCOMPLISHED IN ACCORDANCE WITH DOD FINANCIAL MANAGEMENT REGULATION, VOLUME 3, CHAPTER 8, PARAGRAPH 080401 THROUGH 080407 AND DFAS-IN REGULATION 37-1, CHAPTER 27, PARAGRAPH 270801 THROUGH 270807.

In addition, I certify that funds remaining obligated on interagency agreements are proper and support the continuing need for goods/services to be performed through reimbursement agreements by other Federal entities. Goods/services acquired under these agreements are legitimate and specific requirement representing a bona fide need of the fiscal year in which these funds are obligated. Appropriate actions have been or are taken to obtain final billings, close the interagency agreements, and recoup any unused funds.

Review Statistics:

Description	Total Records	Total Value (ABS)*	# Records Reviewed	Reviewed Value (ABS)	% Reviewed	Adjustments	
						# Records	Amount Adjusted (NET)
Commitments/ Unliquidated Obligations							
Overseas Contingency Operations Costs							
MIPRS and Support Agreements							
NULOs							
UMDs							
Intransits							
Accounts Payable							
Accounts Receivable							
Interagency Agreements with Non-DoD Entities							
TOTAL							

* Absolue value

Operating Agency _____

Fund Holder (or Representative) Signature _____

Official Title _____

Email address _____

Organization and Office Symbol _____

Telephone number: Commercial _____ DSN: _____

JRP Confirmation Instructions and additional information:

1. Provide confirmation on official Command letterhead

2. Provide exact dollar amounts for requested items in the table.

3. Time frame for the three review phases:

- Phase I review should be for the timeframe of October – January and confirmation statement should be dated for "period ending January 31st. Certification Statement and/or exception report due to DASA-FO March 2nd .

- Phase II review should be for the timeframe of February – May and confirmation statement should be dated for "period ending May 31st. Certification Statement and/or exception report due to DASA-FO June 30th .

- Phase III review should be for the timeframe of June – September. Certification of the year-end financial statements will suffice for the Phase III requirement. The certification statement should be sent the appropriate servicing DFAS site, per the year-end letter of instruction, with a copy furnished to DASA-FO. The certification statement date will be the date the review was completed. Exception report due to DASA-FO October 30th.

VIDEO TELECONFERENCING (VTC) REQUEST FORM

DATE OF REQUEST

REQUESTORS NAME:

FAX:

VTC SUBJECT/TITLE:

CHAIRPERSON: **PHONE: (703) 693-2703**

DVSG Site Id	Command	POC/PHONE#	POC EMAIL	VTC TECH/PHONE/EMAIL

VTC DATE:

START TIME: **END TIME:**

NOTE: IF ANY SETUP TIME IS REQUIRED, PLEASE SCHEDULE ACCORDINGLY.

___CLASSIFIED __X_ UNCLASSIFIED

REMARKS:

_____
_____
_____
_____
_____
_____

NOTE:

***** ANY SITE THAT IS NOT DVSG CERTIFIED AND REQUEST TO BE IN THIS VTC MUST CONTACT CONFERENCE POC: , (703) 693-2703.**

IMCEN BRIDGE INFO

The IMCEN VTC Bridge will be up and available to "Dial In" to "30 Minutes" prior to the start of the VTC session and will close down "10 minutes" after the scheduled end of the session

IMCEN VTC Bridge Support Staffing Hours Are 0800-1600 EST. USA - Monday-Friday Only

The IMCEN BRIDGE can only be utilized for UNCLASSIFIED VTC's.