



REPLY TO
ATTENTION OF

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

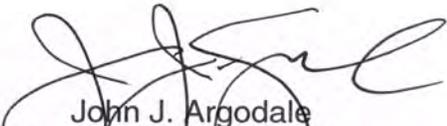
JUN 17 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Joint Reconciliation Program Video-Teleconference for Phase II Review

1. The next Joint Reconciliation Program (JRP) Video-Teleconference (VTC) will be held on July 19, 2011, 1500 -1600 Eastern Daylight Savings Time. The purpose of the VTC is to discuss Phase II Joint Reviews ending May 31, 2011, and our achievement in meeting FY 11 Goals.
2. The JRP Phase II checklist (enclosure 1) and the confirmation statement (enclosure 2) are due to our office by close of business on July 8, 2011. Please send the items to, JointReconProgram@conus.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 June 30, 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 June 30, 2011. If you have any questions regarding the upcoming Phase II JRP VTC, please contact Mr. Nathan Kessler at (703) 693-3467, DSN 223-3467.

Encls


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

DISTRIBUTION:

Principal Officials of Headquarters, Department of the Army
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SUBJECT: Joint Reconciliation Program Video-Teleconference for Phase II Review

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SUBJECT: Joint Reconciliation Program Video-Teleconference for Phase II Review

DISTRIBUTION: (CONT)

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**JOINT RECONCILIATION PROGRAM
PHASE I, II, III JOINT REVIEW CHECKLIST**

Operating Agency Code (OA): _____

DATE: _____

1. REVIEW OF CANCELING APPROPRIATIONS:

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS:

2. REVIEW OF 4th YEAR EXPIRED APPROPRIATIONS

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS:

b. CREDIT DISBURSEMENTS:

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

c. ACTION PLAN TO REDUCE FUTURE ABNORMAL BALANCES:

5. TRAVEL ADVANCES Over 60 Days Old

<u>\$\$ VALUE</u>	<u># OF TRANSACTIONS</u>

a. ACTIONS BEING TAKEN TO CLEAR / OTHER COMMENTS

6. MODs Over 60 Days Old

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

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

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

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

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

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

<u>BSN</u>	<u>\$ ULO VALUE</u>	<u>Total #Of Open Transactions</u>	<u>Total \$ Value Change from Last Review</u>

* 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 Transacti ons	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							

* Absolute 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 25-Feb .
 - ❖ 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.

