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PROCEEDINGS OF THE FIRST PRINTING RESOURCES
MANAGEMENT INFORMATION SYSTEMS
COST AND FINANCIAL WORKSHOP

by

Mary Grass
Patricia Lynch

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COMPUTATION, MATHEMATICS, AND LOGISTICS DEPARTMENT
DEPARTMENTAL REPORT

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PROCEEDINGS OF THE FIRST PRINTING RESOURCES MANAGEMENT
INFORMATION SYSTEMS COST AND FINANCIAL WORKSHOP

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December 1982   DTNSRDC/CMLD-82/32

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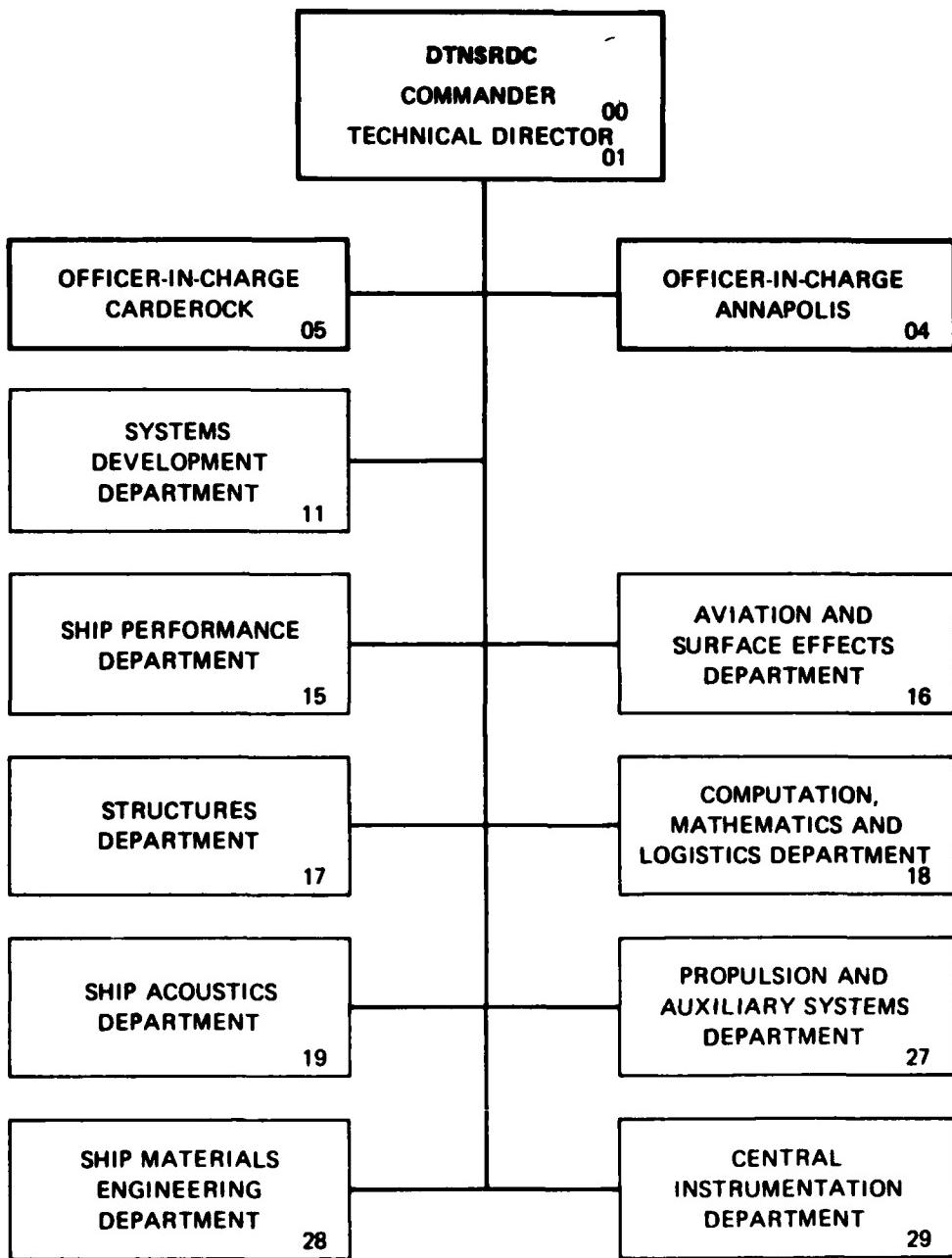
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20. ABSTRACT *(Continue on reverse side if necessary and identify by block number)*

Copies of the presentations given at the Printing Resources Management Information Systems (PRMIS) Cost and Financial Workshop held on October 28 to 29 are presented. The proposed C&F functional description was generally accepted.

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ABSTRACT

Copies of the presentations given at the Printing
Resources Management Information Systems (PRMIS)
Cost and Financial Workshop held on October 28 to 29
are presented. The proposed C&F Functional Description
was generally accepted.

INTRODUCTION

A Cost and Financial Workshop was hosted by the David Tayor Naval

Ship Research and Development Center (DTNSRDC) in Washington, D.C. on

October 28-2´, 1982 for the Naval Publications and Printing Service

(NPPS). Cost and Financial (C&F) is a subsystem of the proposed second

Printing Resources Management Information System (PRMIS II).

The objectives of the workshop were

- to present the functional description of the C&F subsystem

- to gain feedback on the overall C&F subsystem

- to discuss any refinements or additions to be incorporated

  into the system

An agenda of the workshop appears in Appendix A. Representatives

from the Navy Publications and Printing Service Management Office (NPPSMO)

and the four field divisions attended the workshop. A list of the attendees

appears in Appendix B. Appendix C contains copies of the slides used

in the presentations.

BACKGROUND

Of the number of functional capabilities provided by the original

PRMIS project, only the Cost and Financial and Reprographics subsystems

were developed. However, the C&F subsystem of PRMIS has a number of

deficiencies and does not meet NPPS requirements, such as automatically

tracking customer requisitions, or precluding acceptance of orders from customers whose funds are exhausted. To remedy the situation, DTNSRDC was tasked to design a new efficient, interactive, responsive management system called PRMIS II.

During the past year, DTNSRDC has worked on outlining an overall system which includes an integrated C&F subsystem and additional functions such as Production, Inventory, and Purchasing. These additional functions will automatically interface with the C&F subsystem.

The workshop was designed to discuss the C&F subsystem and to ensure that NPPS requirements will be met before developing detailed specifications.

PROCEEDINGS

The information in this section was derived from notes taken by Michael Gray, F. Joseph Garner, Martin Culpepper, Riley Sinder, James Barrett, Mary Grass, and Patricia Lynch during the PRMIS Cost and Financial Workshop. Specific information is presented for each briefing.

Production/Cost and Financial Interfaces. The major concern in this area was authority for cancelling a job. Attendees emphasized that only the customer may cancel a job; the system may not cancel a job automatically. The Customer Activity functions will merely pass the customer's decision to the Production functions.

Production Subsystem. Some attendees would like to see the number of production units produced, among other information, collected at the process level rather than at the cost center level. This information would be a benefit in the cost accounting area. However, people did realize the greater cost involved in collecting the information at the

process level. Collecting production units at the cost center level
initially will provide a basis for deciding whether it is economically
feasible to collect information at the process level at a later time.
A suggestion was made to meter the machines so as to collect production
related information. There was concern about the term "purchase request"
versus "purchase order" in the requisition chit flow in regard to the
item the planner sends to Material Inventory. The decision was that
the item should be called a "purchase request".

Attendees asked how Work-in-Process (WIP) would be realized commercially.
They also asked about jobs that are complete but not yet closed-out
at the end of the month. These jobs would be included as WIP, for any
in-house work not yet closed-out will be captured as WIP.

Budget. Each plant will have a limited forecasting capability;
however, NPPSMO will perform forecasting for all of NPPS. The Budget
function will be especially useful in forecasting changes in marketplaces
and equipment changeovers.

Customer Activity. There was discussion on whether "job order number"
or "job number" should be used. Attendees suggested that "job number"
be used to describe the number placed on the job by Publications Management.
An area of concern was whether the customers should be given a detailed
pricing schedule, or just the estimated or final price. The decision
was to send only the price, but to allow the customer to obtain a copy
of the detailed price schedule on request.

Major concern was expressed about the open requisition balance.
Financial Managers said that currently, if the open requisition balance
does not cover the estimated price, the job will be produced but not

billed until the price is covered by the balance. NAVCOMPT attendees stated that the open requisition funds must be available before production begins. It was suggested that the plant allow one job per customer to be produced without the open requisition coverage and that a note be placed on the file so that no more jobs for that customer could be produced without adequate funding. However, plant managers should have an override on this decision.

Finally, there was discussion on what to do if the final price of a job is higher than the estimated price. The customer must be notified as soon as it is discovered that the price will be higher than estimated. The customer must approve the higher price, otherwise the difference will come out of overhead if it exceeds NAVCOMPT variance parameters.

Accounts Payable. Currently, there are difficulties with GPO, e.g., the amount on the DD282 is often different from that on the GPO invoice. GPO in the future may begin to bill by tape. NPPS attendees said that they would like the order numbers as well as the amount owed listed so as to resolve the difference between the amount owed and the estimate. Control procedures that GPO and NPPS will agree upon must be established.

Accounts Receivable. Attendees provided information which will be considered in PRMIS II. Accounts receivable must adequately handle partial payments. Advanced payments need to be accounted for, as non-DOD customers frequently pay when the job is submitted, as is required by NAVCOMPT regulations. Cash receipts must be on-line and up to the minute. Attendees would like payments tracked to the plant job numbers and would like a customer profile at each appropriations level.

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Policy decisions must be made in two areas. The first concerns finance charges on late payments. Managers would like to have an override on whether or not a late charge is imposed. The second area concerns the standard control amount for variances of actual receipts from billed and the dollar or per cent limit above which the variance will be classified an unallocated charge. It was suggested that amounts under $1.00 be ignored, and that amounts more than $1.00 be entered as unallocated charges.

Fixed Assets and Material Inventory. Some concern was expressed that if a NPPS standard stock catalog were to be used in the future, it should allow for the moving average price of the materials. Attendees also want undelivered orders monitored in Material Inventory and Commercial Procurement.

FINDINGS AND CONCLUSIONS

The C&F functional description proposed by DTNSRDC was generally accepted. Some refinements were discussed in specific areas of development, and many of them will be integrated into PRMIS II.

Appendix A

PRMIS Cost and Financial Workshop Schedule

October 28-29, 1982

October 28

0900-0915	Introduction -- Jim Alford
0915-0930	PRMIS II Overview -- Mike Gray
0930-1030	Cost and Financial Overview - ge Hickey
1030-1045	Coffee Break
1045-1105	Cost and Financial Interfaces -- Mary Grass, Patricia Lynch
1105-1145	Production Subsystem -- Joe Garner
1145-1200	Discussion
1200-1300	Lunch
1300-1330	Budget -- Riley Sinder
1330-1415	Customer Activity -- George Hickey
1415-1430	Discussion
1430-1445	Coffee Break
1445-1530	Accounting Session II-- George Hickey Fixed Assets Materials Inventory
1530-1600	Discussion

October 29

0900-1015	Accounting Session I -- Mike Gilbert General Ledger Accounts Payable Accounts Receivable
1015-1030	Coffee Break
1030-1130	Accounting Session III -- George Hickey

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Cash Management
Travel
Discounts/Interest
Partial Payments
Standard NPPS Stock Classes
Undelivered Orders

1130-1200   Discussion

Appendix B

List of Attendees

Name	Organization	Phone
Jim Alford	NPPSMO	433-2214
Tom Archibald	NAFC-51	695-6684
Jim Barrett	DTNSRDC	227-1622
Philip Battey	DTNSRDC	227-1622
Margaret Birch	DTNSRDC	227-1533
Mark Bolyard	NAFC-1	695-7955
Lou Cambardella	NPPSMO	433-3892
Martin Culpepper	DTNSRDC	227-1887
Normand Fontaine	NPPSMO	433-3975
Joe Garner	DTNSRDC	227-1900
Mary Grass	DTNSRDC	227-1683
Mike Gray	DTNSRDC	227-1622
Lorraine Griffith	NAFC-51	695-0947
Clarence Haley	DPS	697-2342
George Hickey	Vector Research	493-5500
John Junod	DTNSRDC	227-1683
John Karpovich	NPPSMO	433-3520
Patricia Lynch	DTNSRDC	227-1393
Lloyd Mehr	NPPS SEDIV	8-794-6957
George Opacic	DPS	697-2342
David Rabinek	Vector Research	493-5500
Riley Sinder	Vector Research	493-5500

Bill Sterling   NPPS WESTDIV   8-958-2296

Dick Walsh   NPPS NORDIV   8-442-4733

APPENDIX C

COST AND FINANCIAL WORKSHOP BRIEFINGS

COST AND FINANCIAL OVERVIEW

GEORGE HICKEY

VECTOR RESEARCH

PRMIS II COST AND FINANCIAL SUBSYSTEM

GOAL:

The major goal of the PRMIS II Cost and Financial Subsystem is to provide an automated, state-of-the-art accounting system which meets or surpasses GAO and NAVCOMPT approval standards, and most efficiently and cost effectively meets NPPS Financial, accounting, and budgeting requirements.

Batch Sequential processing will be eliminated wherever feasible. Processing of transactions will take place in overlapped or concurrent mode. Transactions will be entered only once and, after processing, all related records will be updated simultaneously. This will cause the accounting data base to be up to date at least to the close of the previous business day.

Many "NEW" accounting systems installed today on fourth generation computers employ the same basic sequential processing methodology of the manual bookkeeping systems from which they sprang. Over time these manual accounting applications have been converted first to Electromechanical Accounting Machines (EAM) then to computers without a change in processing methodology. The major gains from this evolution to computers has been in the speed of processing and the elimination of some manual operations. However, erroneous data is difficult to keep out of these systems and even more difficult to correct.

PRMIS II Cost and Financial Subsystems will take full advantage of the new computing technologies and software capabilities. The old hand kept books will no longer be duplicated in the machine environment. Journals, ledgers, registers and other standard accounting books of record will not actually reside in the data base per se. However, all accounting data will be available to turn out the required hard copy accounting outputs and reports.

There will be no single, large edit table thru which all transactions must sequentially filter. Rather, there will be a general edit and validation module of smaller size which relates to all transactions, with specific edit and validation modules at the gateway (interfaces) to the Cost and Financial Accounting Function which checks the transactions for all the areas of the accounting system which the transactions will affect. Errors will be corrected at point-of-entry if possible. Those which cannot be corrected at point-of-entry will be placed in an error suspense file, while clear transactions are allowed to continue on to processing.

The key benefits resulting from the achievement of the PRMIS II goal will be accurate, up-to-date financial and accounting information with a large reduction in the manual effort required to record and report the information and an increase in the integrity of the accounting data base.

PRMIS II COST AND FINANCIAL SUBSYSTEM

OBJECTIVES:

To achieve its goal, PRMIS II cost and financial must meet the following objectives.

PRMIS II must include a complete, automated, integrated accounting function with all required subsidiary ledgers and a general ledger based on the capability of the system to identify, process, and store all required subsidiary and general ledger transaction information.

The system must provide an automated budget function for forecasting, formulating and executing NPPS's budget. This function will allow improved control of the NPPS operation by using historical data to match against current budget period and actual figures to detect problem areas. Forecasting of trends which will affect future operations can be identified and fed into budgetting cycles to help determine such items as pricing strategy, and overhead and G & A allocation formulas. Over time, budget could be pushed down to the plant level where responsibility budget and accounting could be instituted.

PRMIS II must have an automated customer activity function which provides customer order entry/billing, control, fund, control status, and activity profiles. This function assigns a unique identifier to each job order transaction and customer which links each transaction to a source document, originator, and job order number. This number will be attached to all related transactions through to final recognition of the receipt of payment as a debit to cash. Open requisition funds control will be provided on-line up to the last transaction entered against it. Negative balance conditions will be virtually eliminated. One time job order funds control problems will be automatically identified and handled. Complete information will be available on each customer including data such as the number, size, type, and cost of jobs. This information can help the plant in the adjustment of its facilities and resources to most efficiently and effectively serve their customers.

The system must furnish the capability to easily interface with other PRMIS II subsystems as they are implemented in Phases 2 and 3. Without this flexibility to allow the system to grow with a minimum of changes, the costs and effort required to fully implement the system could well be prohibitive. It would also shorten system expected useful life due to its inability to change to meet new needs and requirements.

PRMIS II - PHASED IMPLEMENTATION APPROACH

The overview chart of PRMIS II depicts the total system as currently conceived. A phased acquisition and implementation strategy has been decided upon for a number of reasons, the most important of which are:

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(1) <u>Limited Resources</u> which have dictated that there will not be enough dollars available at one time to purchse all the hardware, software, and related services such as conversion and training to implement the full PRMIS II in one effort; (2) <u>the full system crash implementation approach</u> places a heavy strain upon organizational human resources. An incremental or phased approach allows users to learn and assimilate change with less dysfunction, (3) it is anticipated that advanced source data automation (SDA) technologies will be a part of the Phase Two and Three implementations. These technologies will include such equipment as bar code readers, optical character recognition readers, and coded badges. A pilot/prototype system experiment will take place during Phase One to test and identify SDA systems to determine which are the most cost effective and practical from a human engineering stand point for NPPS. This will allow optimization of SDA in Phases Two and Three. It will also provide more precise costing and specifications for these phases.

PRMIS II - Phase One.

One subsystem and all its functions and one function of another subsystem have been targeted for implementation during Phase One.

Cost and Financial Subsystem.

The Cost and Financial Subsystem will be implemented during Phase One. The heart of PRMIS II is the Cost and Financial Subsystem. NAV-COMPT, GAO, JCP, OMB, etc. require that NPPS provide an accounting system which will accurately record and report the financial operations and status of the NPPS organization. Without the Cost and Financial Subsystem this fiduciary responsibility cannot be carried out. Cost and Financial Subsystem, therefore, is the heart or driver of PRMIS II and the logical candidate for implementation during Phase One.

Production Planning Function.

The Customer Activity Function requires planned pricing schedule information to implement the majority of its operations including billing backup, customer activity profiles, and funds control. It is therefore, a likely Phase One implementation candidate.

PRMIS Phases Two and Three.

PRMIS II Phase One has not been designed in a vacuum. During the systems analysis, design, and data collection efforts involving interviews, questionnaires, and workshops, the PRMIS team has been viewing PRMIS II Phase One as a part of the total integrated PRMIS II Subsystem. This analysis and design has employed the most modern techniques including structured analysis and design, and computerized tools to analyze, correct and verify the PRMIS II System design.

Program Statement Language/Program Statement Analyzer (PSL/PSA).

PSL/PSA is a sophisticated, computerized tool which takes structured data flows, processing statements, and data element descriptions and provides new data flow diagrams, processing statements analyses, a data element dictionary and identification of subsystem interfaces. It pinpoints data flow, file data element, interface, and processing inconsistencies.

Data Dictionary.

A data dictionary for PRMIS II will be developed during Phase One. It will identify all PRMIS II data elements, giving their source, primary name, pseudonyms, description, and edit and validation criteria.

PRMIS II Data Flows.

AL1 PRMIS II data flows and data processing operators for each subsystem will be identified during Phase One. This will aid in establishing the standardized gateways (interfaces) which must be built into Phase One design to accomodate the Phase Two and Three subsystems.

Subsystems "Plug-In".

All of this Phase One systems analysis and design work is intended to lead to creation of a Phase One PRMIS II system which will readily accept and integrate the remaining PRMIS II subsystems into the total system during Phases Two and Three. This process will be defined and designed so that the additional subsystems can literally be "plugged" into the Phase One system using the previously specified gateways (interfaces) for the exchange of data between subsystems.

Controls.

The Cost and Financial Subsystems of PRMIS II will track accounting related transactions throughout the system. To insure accurate data processing, thorough data accuracy control will be incorporated into this system.

a. Proof Checks on Transactions Processed. Proof checks on transactions processed within this subsystem will be performed mechanically to assure that all transactions are accurately considered as they flow from one program to another throughout the subsystem. Programs which generate additional transactions (explode a single transaction into related transactions for appropriate general ledger and subsidiary ledger accounts) or change the value of an input transaction will be clearly shown on a program-to-program control report.

b. Error Pending File. As a way of controlling transaction data and preventing entry of incorrect data into the system where it is much more difficult to correct, erroneous inputs which cannot be immediately corrected at the point of entry will be maintained in a cumulative pending file until corrected. Current cycle errors by coder identifier and aged cumulative pending error reports, will be produced on a periodic

basis. This tracking of erroneous transactions provides a useful tool
in accounting for all the input transaction data to the Cost and Financial
Subsystem.

Validation.

Data validation in the cost and financial subsystem will also be
performed up front, at the initial point of entry. Validity checks
will include such items as transaction code, account number, duplication,
charge type, and balances of input and output. Specific types of validation
which will be performed by this subsystem include the following.

a. Configuration Editing. Configuration editing is a syntax dri-
ven validation of input data, mostly performed at point of entry. This
type of validation for the cost and financial subsystem will consist
mainly of type or layout validation such as checking fields for alphabetic,
numeric and data fields. The existence of certain fields in a trans-
action will be checked if they fall within the specified range of accept-
able values.

b. Validity Editing. Validity editing is the validation of input
data values stored in tables or master files. Data values will be checked
to determine if they fall within the specified range of acceptable values.

c. Consistency Editing. Consistency editing is the validation of
data element relationships. An example of consistency editing is the
validation of transaction amounts of incoming transactions against
balances in related accounting files. It would also check relationships
between certain data elements within a given transaction. An example
of this type of consistency relational editing is that if transaction
code equals CAGL the coder ID must be equal ZD, BY, or TD.

PRMIS II COST AND FINANCIAL SUBSYSTEM

GENERAL FEATURES

Comprehensive, Automated Up-Front Edit and Validation

PRMIS II Cost and Financial Subsystems will include automated, up-
front edit and validation controls including:

a. Automated/Controls

1. Accuracy Controls

a. Proof Checks will be automatically performed on trans-
actions processed from function to function (program to
program). Programs which generate additional transactions
or change the value of input transactions will be clearly
shown on program-to-program control reports.

b. Error Pending File

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2. **Validation Controls**

   a. **Configuration Editing** - Syntax driven controls such as field size and type.

   b. **Validity Editing** - Input values stored in tables or master files specifying items such as transaction codes or allowed ranges of values.

   c. **Consistency Editing** - Checking data element relationships in a record or fields against balances contained in the system.

Automatic "EXPLOSION" of Accounting Entries

Detailed functional transactions, say a one time job order, which has been closed out and passed to Cost and Financial Subsystems, Customer Activity Function will be entered to the Cost and Financial Subsystem Accounting Function and, after edit and validation, will be "exploded" into the appropriate accounting transactions to update the related general ledger and subsidiary ledger accounts. Here the Accounting Function would generate the following accounting transactions: general ledger account receivable control account credit, account receivable subsidiary ledger credit, general ledger accrued revenue account, and a credit or credits to the appropriate general ledger or cost accounts. The Accounting Function would concurrently generate a 1080 billing.

Capability To Start Current Period Entries Prior to Close of Previous

In any accounting system, it is important that each accounting cycle's transactions and reports reflect the true results of operations for that cycle as accurately as possible. This requires the matching of revenues to the costs that produced them. Accruals help this process; but they are an estimate and not the actual figures. The prior period should be allowed to continue having actual transactions entered against it for a number of days into the current period before closing the books for the month. This will allow more accurate reporting for the prior period in the end of month Closeout figures. At the same time, transactions affecting the current period should be enterable into the system and maintained in separate areas until the prior period is closed. Most packages offer this feature, and refer to it as "ten day bucket" capability. PRMIS II will have this feature.

Automatic Accruals

PRMIS II will provide automatic accruals for those transactions which lend themselves to this feature such as payroll and its related entries, (FICA, WHT, Retire).

Automatic Creation of Recurring Entries

PRMIS II will generate automatically recurring entries for transactions suitable for this feature such as rentals, maintenance contracts, fixed progress payment contracts.

Automatic Reversals

Aid in period closeout journal vouchers entries.

Automatic, Selective Rollup of Information

Information rollup is the capability to summary values from detailed values along organizational lines: Process to Cost Center to Plant to Division to NPPS information rollup of standard accounting reports such as statements of financial condition and balance sheets can be easily produced. Selective rollups such as a single process for a specific division can also be produced.

Data Base Management System

PRMIS II will maintain its data on a data base management system (DBMS). The utilization of a DBMS provides total system flexibility for growth, prevents duplication and redundancy of data, provides selective reporting, and saves storage space.

Automated Statistical Sampling For Audit Control

This feature will reduce audit time, allow for more accurate audit control with the same number of billets.

Automated Transaction Audit Trails

The system will assist in acquiring unique transaction identifiers on the first entry of a transaction to PRMIS. This identifier will follow the transaction and all related transactions throughout the processing cycle, including program-to-program processing which creates new or additional transactions from the original. It also provides automated edit query for transaction analysis through the computer rather than around it.

Financial and Statistical Analylis Capability

The PRMIS system will provide the ability to perform analysis of trends from current actual and historical data to forecast the outcome of the remaining portion of the cycle and to take action to correct problem areas.

Trial Balances Available Throughout Accounting Cycles

Under PRMIS II users will be able to determine the current position of their business at any time in an accounting cycle to spot troubles early and clean up the records prior to the end of month closeout rush.

Automated Cash Reconciliation

PRMIS II will automatically run cash receipts against A/R and identify unmatched transactions. It will also run cash disbursements against accounts payable and identify unmatched transactions.

Reduction of Hard Copy Reports

The query capability and flexibile DBMS data retrieval and report writer of PRMIS II will allow users to select hard copy printing only for those reports they require in that form or which are mandatory.

Elimination of Manual Operations

The PRMIS II DBMS and automated source data entry through terminals and more advanced technologies will help reduce manual record keeping, calculations, data entry and reporting.

Meet GAO and NAVCOMPT Standards

PRMIS II will meet or surpass the basic requirements of NAVCOMPT and the GAO primary objectives of adequacy of:

   a. A network of internal controls designed into the system.
   b. Audibility.
   c. The maintenance of the integrity of data in the files.
   d. The incorporation of the accounting specifications in the ADP design.

Automated Fixed and Material Asset Accounting

PRMIS II will provide automated accounting for:

Fixed Assets - Equipment records and reports will be maintained by the system which will automatically calculate depreciation and recalculate it once the item has become fully depreciated. The data base will identify surplus equipment which could be made available to other plants and will provide information to the Budget Forecasting Function and the replacement reserve fund.

Material Assets - Material asset withdrawl chits and purchase orders will be produced automatically. All stock records including the stock catalog and stock inventory will be maintained automatically. The moving average price calculations will be provided by the system as will reorder notices based on set parameters. As an historical data base is collected, optimal stock order points and quantities can be determined as well as slow moving stock items. Plant inventory can be optimized and inventrol control can be maximized.

Automated Overhead and General and Administ tive (G & A)

PRMIS II will automatically allocate over ad and G & A to plant

cost centers based on allocation formulas developed by NPPS management.

File Maintenance/Journal Voucher Adjustments

With the capability to take trial balances at any time in the accounting cycle, file maintenance and journal voucher adjustments can be made prior to the end-of-period close-out rush.

COST AND FINANCIAL INTERFACES

MARY GRASS
PATRICIA LYNCH

DTNSRDC

PRMIS II SUBSYSTEMS

COST
AND
FINANCIAL

PRODUCTION

INVENTORY
AND
PURCHASING

FUNCTIONAL BREAKDOWN

INVENTORY
PURCHASING

PRODUCTION

PLANNING

MONITORING

MATERIAL INVENTORY
AND
PURCHASING

SCHEDULING

MANAGEMENT

EQUIPMENT
INVENTORY

COMMERCIAL
PROCUREMENT
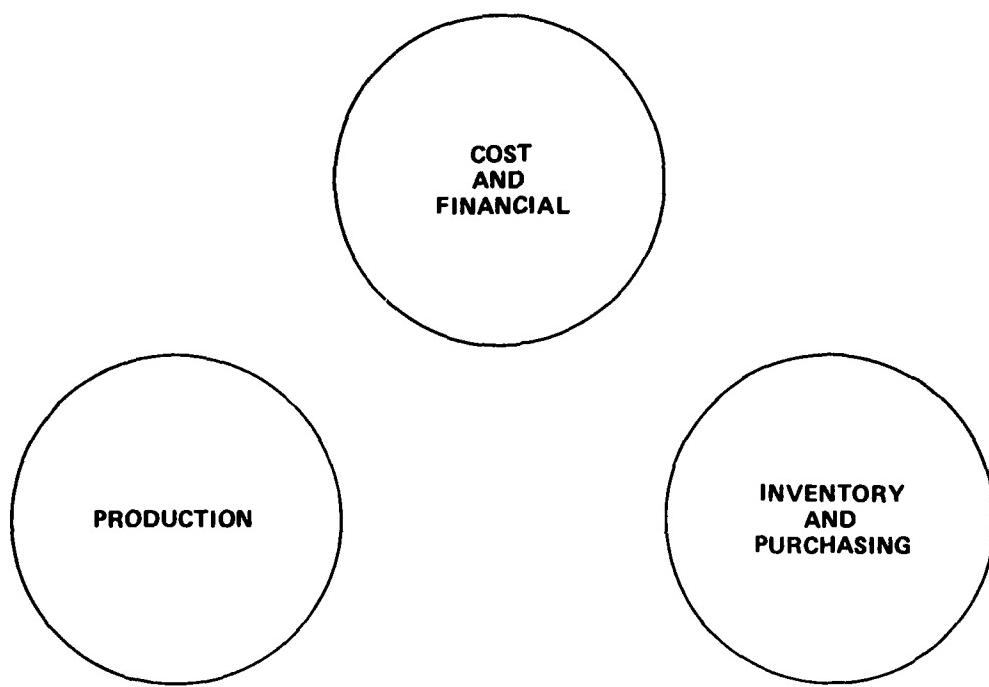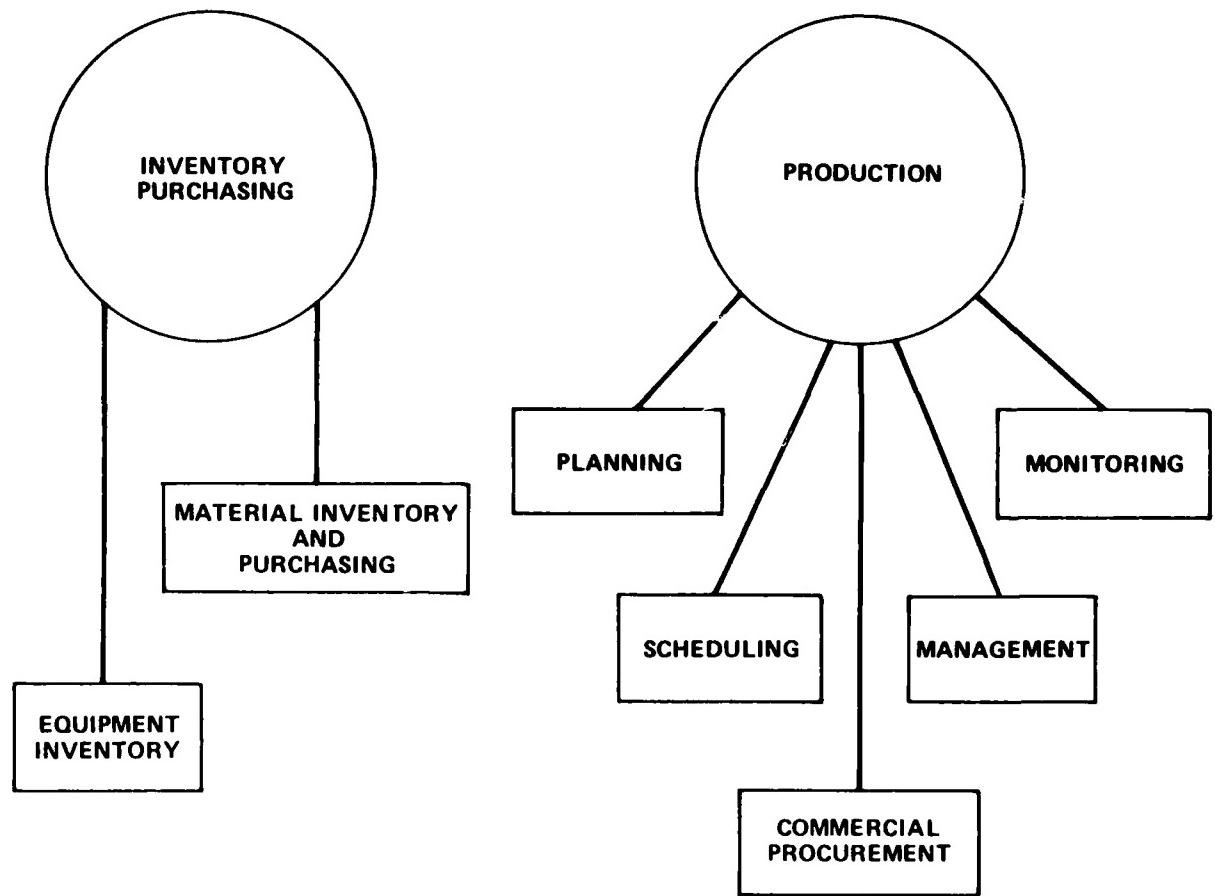
C&F FUNCTIONAL BREAKDOWN
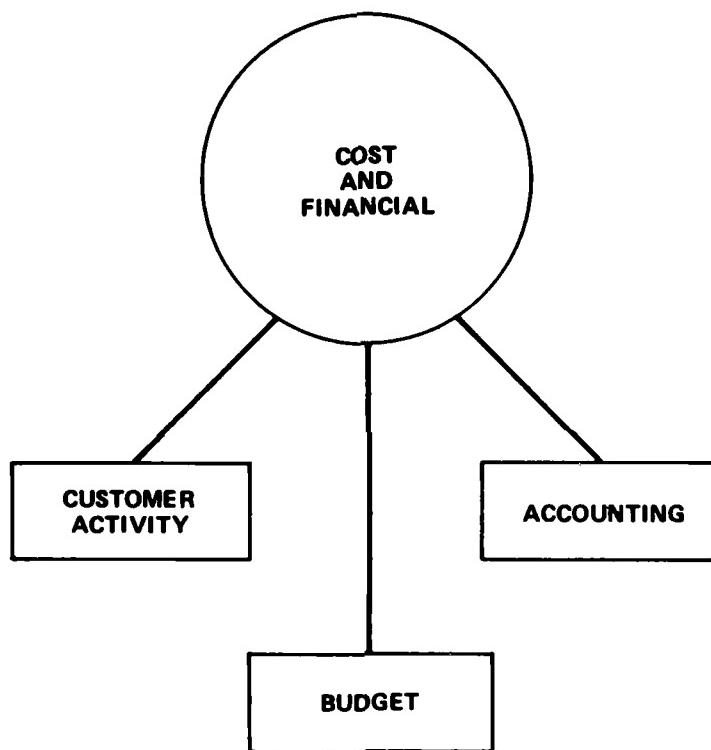
MATERIAL INVENTORY INTERFACES TO ACCOUNTING

COSTED MINU

PROCUREMENT REQUESTS

MAJOR MAINTENANCE AND REPAIRS

MATERIALS ISSUED TO COST CENTER

MATERIAL
INVENTORY
AND
PURCHASING

MATERIAL INVENTORY ADJUSTMENT

DEFERRED CHARGES

CONTRIBUTION TRANSACTION

ACCOUNTS PAYABLE TRANSACTION

COST
AND
FINANCIAL
ACCOUNTING
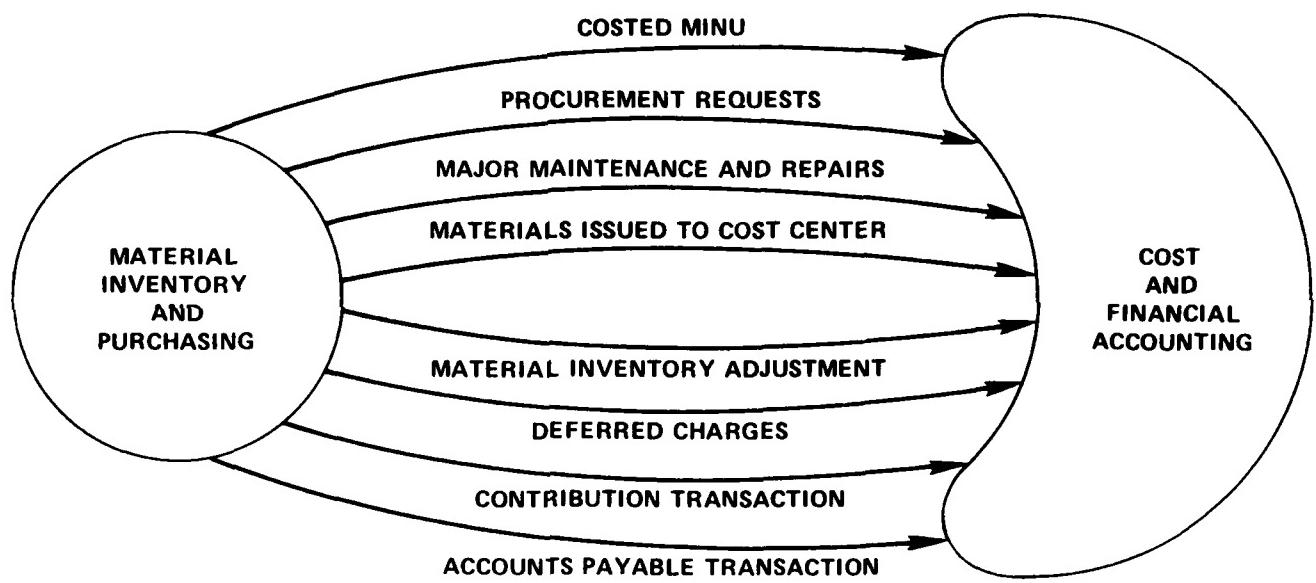
EQUIPMENT INVENTORY INTERFACES TO ACCOUNTING

EQUIPMENT ADDITIONS

COST
AND
FINANCIAL
ACCOUNTING

EQUIPMENT DEPRECIATION

EQUIPMENT
INVENTORY

EQUIPMENT DELETION
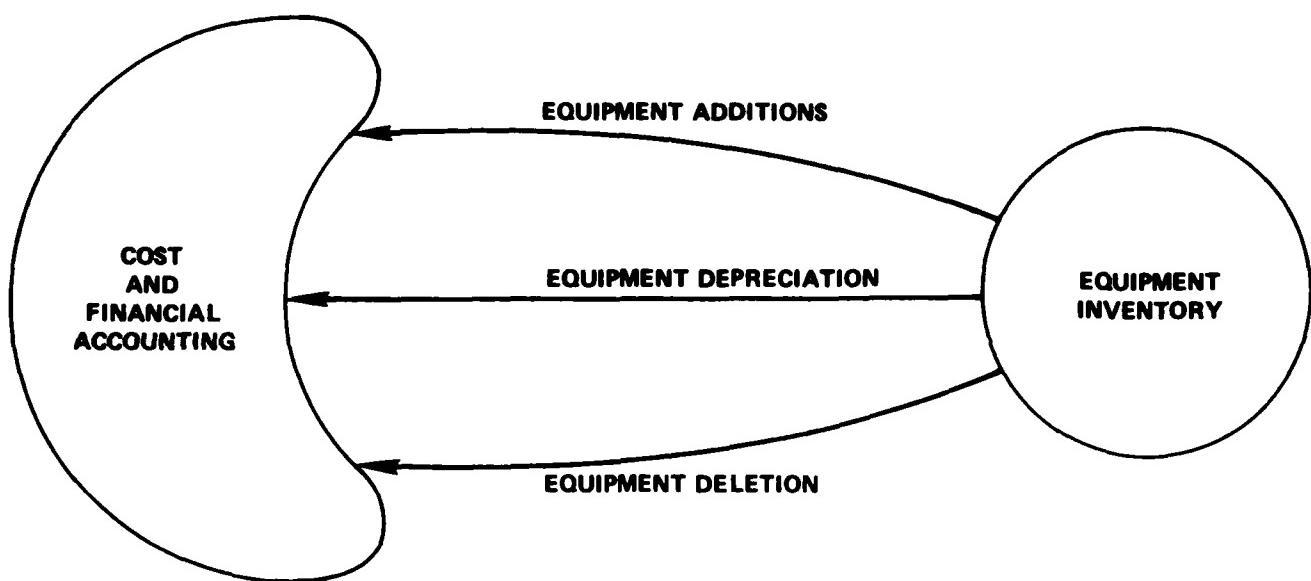
PRODUCTION INTERFACES TO CUSTOMER ACTIVITY

PRODUCTION PLANNING

PRODUCTION MONITORING

PRINT REQUISITION FOR AN IN-HOUSE JOB

JOB LOG-IN DATA

CLOSED-OUT PRICING SCHEDULE

CUSTOMER ACTIVITY

JOB PRICE ESTIMATE

PRINT REQUISITION FOR AN OUT-HOUSE JOB

PRODUCTION GO-AHEAD OR CUSTOMER CANCELLATION

PROCUREMENT GO-AHEAD OR CANCEL

PROCUREMENT ESTIMATE

CLOSED-OUT PRICE SCHEDULE

PRODUCTION SCHEDULING

COMMERCIAL PROCUREMENT

27

PRODUCTION INTERFACES TO ACCOUNTING

PRODUCTION MANAGEMENT

WORK-IN-PROCESS
(MAIN PLANT WILL COLLECT FROM ALL SUB-PLANTS)

ACCOUNTING

EMPLOYEE TIME AND ATTENDANCE AND LABOR DISTRIBUTION

MTD PRODUCTION UNITS

PRODUCTION MONITORING

28

COST AND FINANCIAL INTERFACES

29

PRMIS II
PRODUCTION SUBSYSTEM
* * * * * * * * * *

PRMIS II
PRODUCTION SUBSYSTEM

• • • • • • • • • • •

- GOALS
- FUNCTIONS
- FLOWS

PROMIS II
PRODUCTION GOALS
* * * * * * * * *

* SOURCE DATA AUTOMATION
* JOB STATUS MONITORING
* PERFORMANCE MEASUREMENT

32

PRMIS II
PRODUCTION FUNCTIONS

* * * * * * * * * *

* PLANNING
* SCHEDULING
* MONITORING
* MANAGEMENT
* COMMERCIAL PROCUREMENT

COMMERCIAL PROCUREMENT
OBJECTIVES
* * * * * * * *

* MONITOR CONTRACTS
* TRACK JOBS, BILLS, AND INVOICES

PRODUCTION PLANNING

OBJECTIVES

* * * * * *

* AUTOMATE CREATION OF PRICING SCHEDULES
* ELIMINATE DUPLICATE DATA ENTRY
* AUTOMATE MATERIAL REQUISITIONING

35

```
$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$ PROCESS MENU $$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$

200 NEGATIVES                 410 COLLATE MKRDY
201 STRIPPING                 411 COLLATE RUN
210 OFFSET PLATES             420 DRILLING
302 OFFSET MST MKRDY          430 STICH/STAPLE
300 PAPER MST                 431 SADDLE STITCH/STAPLE
301 PAPER MST MKRDY           450 WRAP
303 PRESS RUN                 470 SUNDRY LABOR
321 RUN - TWO SIDED           500 DUPLICATE ORIGINALS
390 PAPER UNIT                502 ELECTROSTATIC DUPL.

$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$
TYPE THE PROCESSES WANTED - <ENTER> TO FINISH
PROCESS $
```

COMPUTER AUTOMATED PRICING SCHEDULE

JOB#	647	DUE DATE	06/06/82	
ACCOUNT#	THY666	PAGES	50	
LINESHOTS=	48	COPIES	2500	
HALFTONES=	0	SIDES	2	

UNITS BILLED	COST PROCESS	UNIT PRICE	TOTAL COST	LABOR SCHD	LABOR ACTUAL	I
48	300 PAPER MST	.3	14.4	4		
48	301 PAPER MST MKRDY	1	48	20		
120000	303 PRESS RUN	.0076	912	344		
62500	390 PAPER UNIT	.01274	796.25	---		
2	410 COLLATE MKRDY	1.46	2.92	2		
62500	411 COLLATE RUN	.0065	406.25	165		
625	420 DRILLING	.092	57.5	22		
5000	430 STICH/STAPLE	.033	165	65		
625	450 WRAP	.07	43.75	20		

GRAND TOTAL = 2446.07

SPECIAL INSTRUCTIONS:

PRODUCTION SCHEDULING
OBJECTIVES

* * * * * * * *

* SCHEDULE COMPLETION OF IN-HOUSE JOBS
* GENERATE PROCESS WORKSCHEDULES

FUNDS VERIFICATION
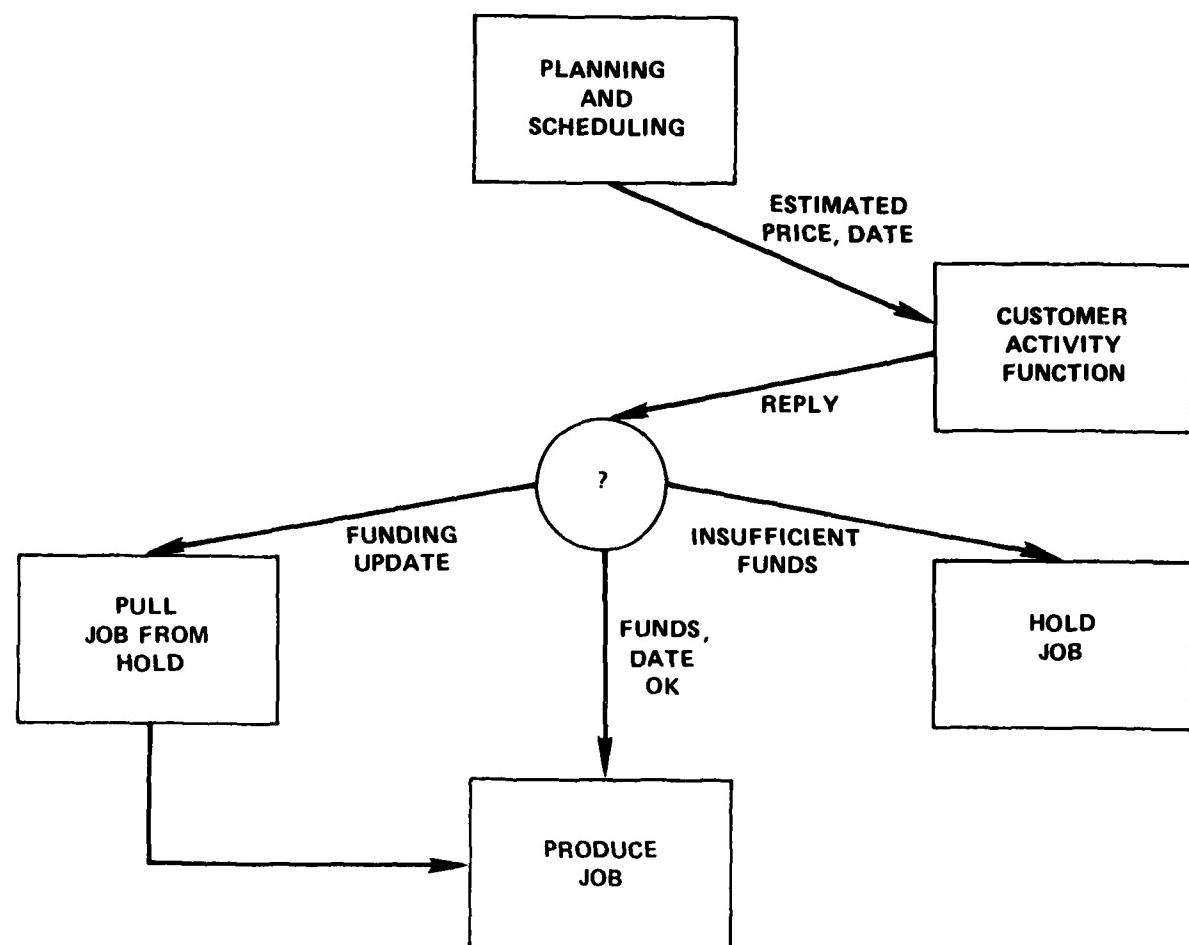
PRODUCTION SCHEDULING
INPUT / OUTPUT
* * * * * * * *

* INPUTS:

      - INITIAL RETAINED PRICING SCHEDULE

      - PLANT PRODUCTION POTENTIAL

      - PROCESS WORK QUEUES

      - FUNDS / DATE APPROVAL

* OUTPUTS:

      - RETAINED PRICING SCHEDULE

      - HARD COPY PRICING SCHEDULE

      - JOB PRICE ESTIMATE

      - PROJECTED PROCESS WORKLOADS

PRODUCTION MONITORING
OBJECTIVES
* * * * * * * *

* TRACK JOBS
* COLLECT EMPLOYEE TIME AND LABOR
* MEASURE PERFORMANCE
* AUTOMATE MATERIAL REQUISITION
* AUTOMATE PRICING SCHEDULE CLOSE-OUT
* COLLECT WIWU
* MONITOR MACHINE STATUS

41

PRMIS II JOB FLOW

CUSTOMER

LOG IN

ACCOUNT.
STREAM

CUSTOMER
ACTIVITY
FUNCTION

PRICE
ESTIMATE

RETAINED
PRICING
SCHEDULES

PLANNING
AND
SCHEDULING

MONITORING
FUNCTION

PLANT
PRODUCTION

STATUS
UPDATES

PRICING
SCHEDULE

CLOSE-OUT

CUSTOMER

CUSTOMER
ACTIVITY

(BILLING)
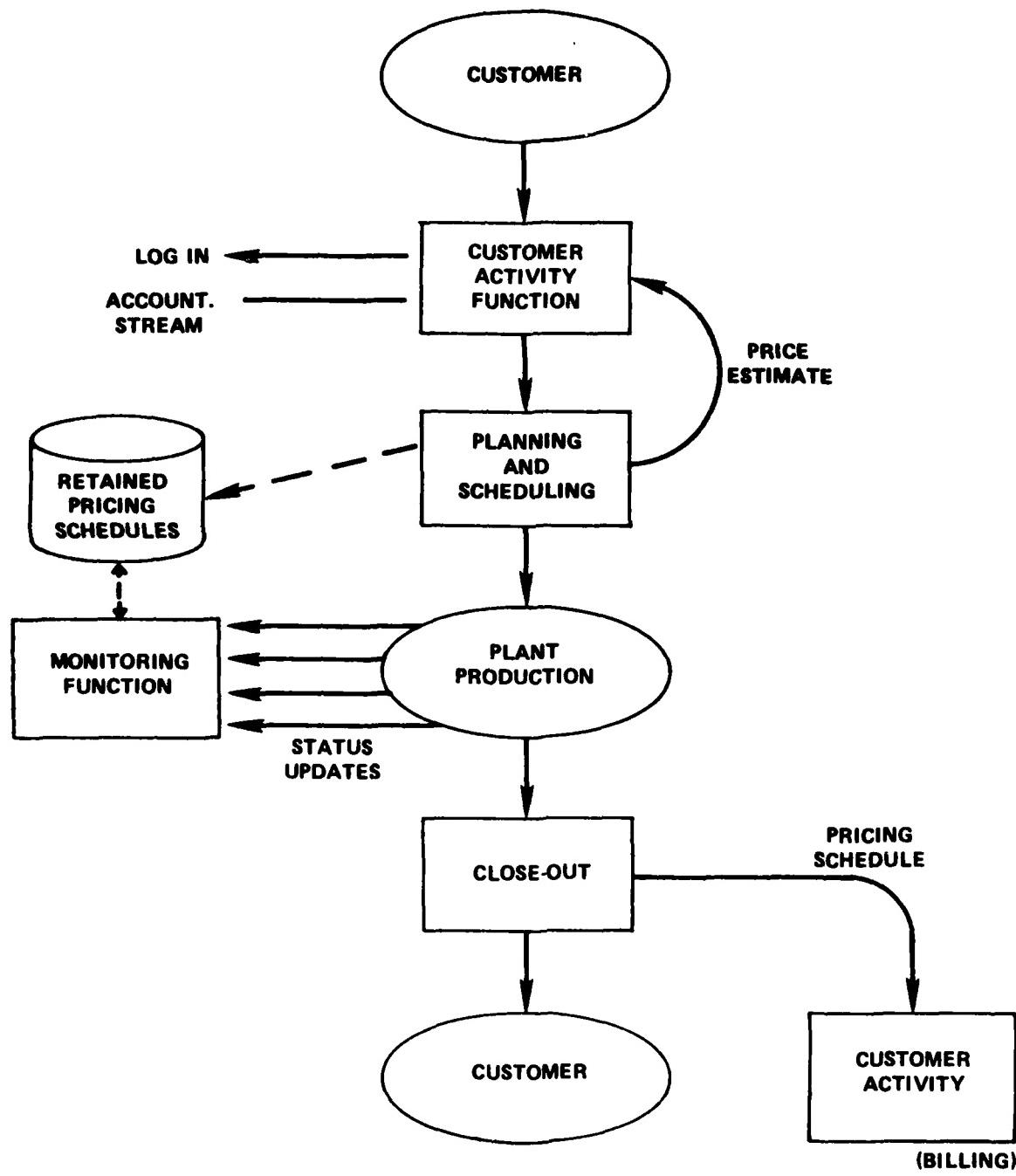
MONITORING: TRANSACTION FLOW

43
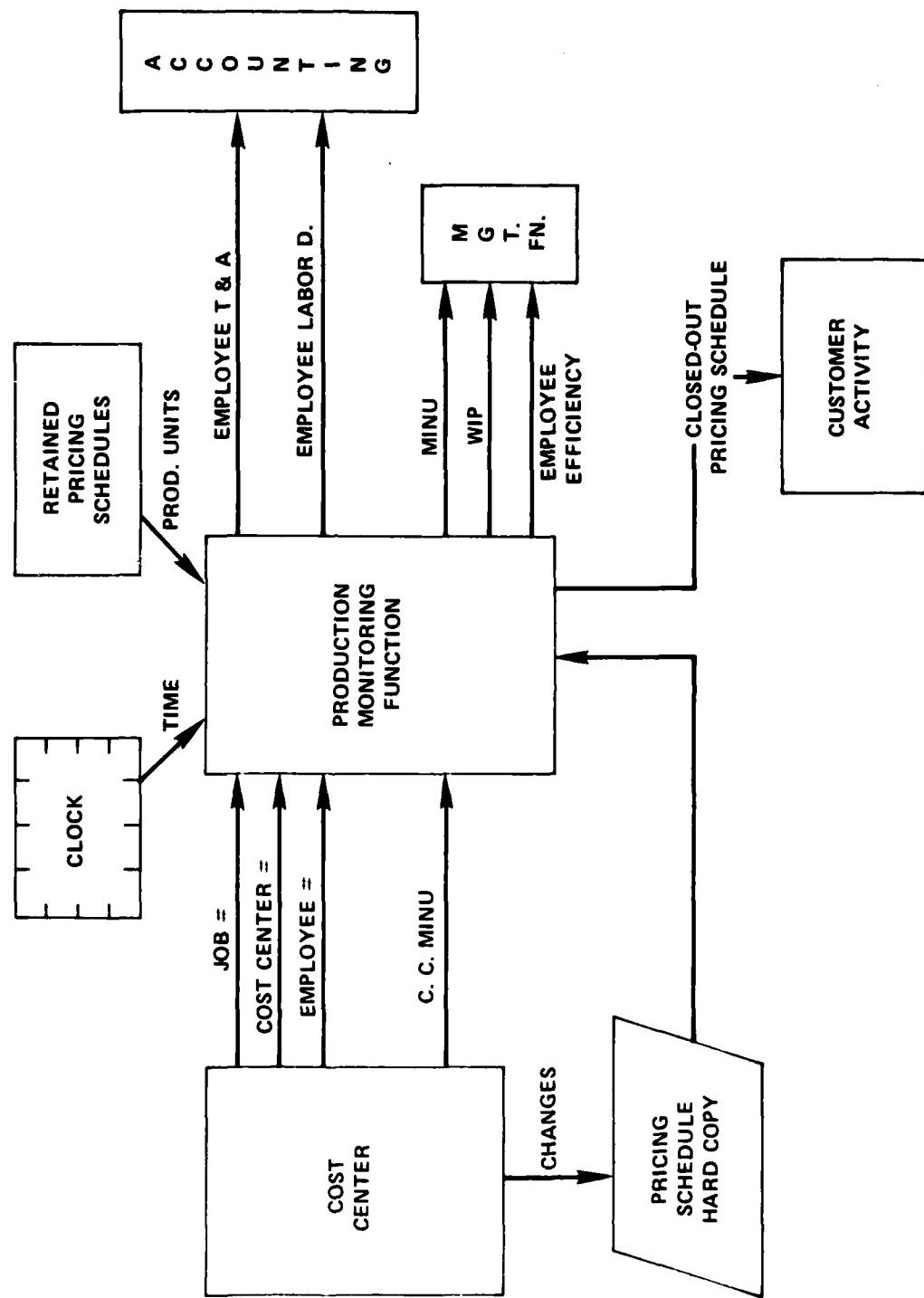
MATERIAL REQUISITION FLOW
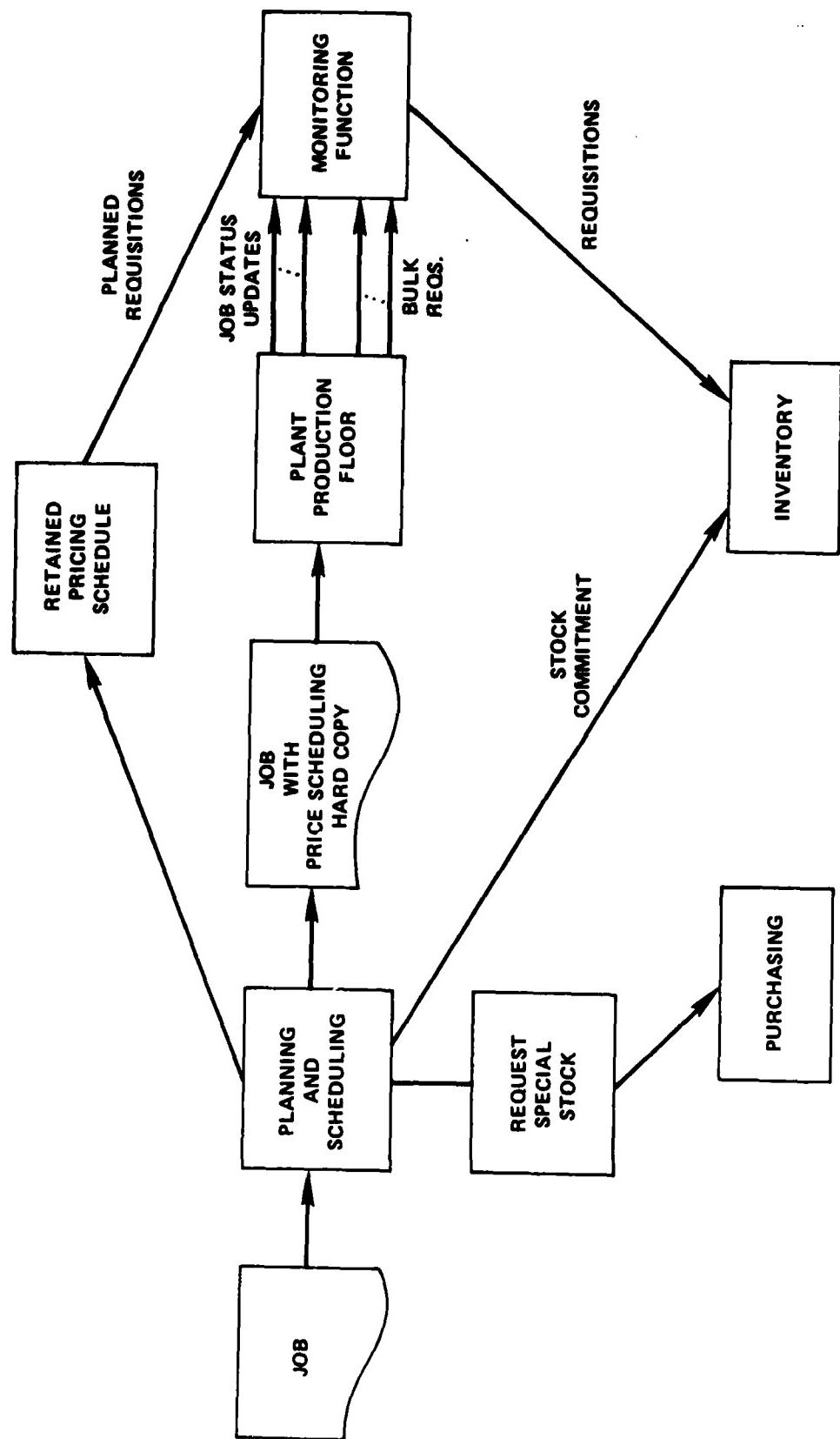
PRODUCTION MANAGEMENT
OBJECTIVES
* * * * * * * *

* PROVIDE INTERFACE TO PRODUCTION DATA
* ANALYZE WORKLOAD
* ANALYZE PERFORMANCE
* PREPARE WIP AND MINU

PRODUCTION MANAGEMENT PROPOSED INFORMATION FLOW

46
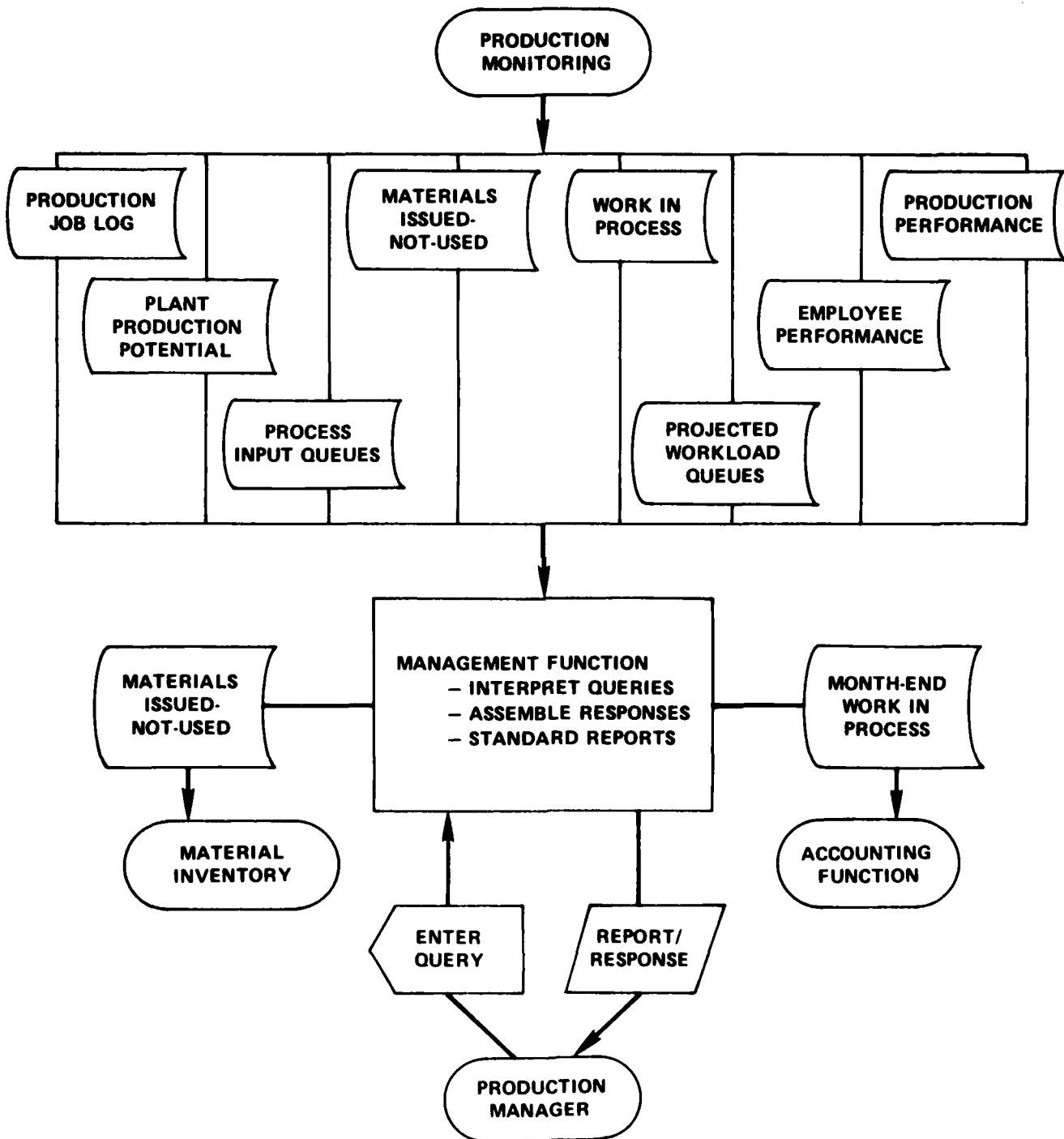
PRODUCTION SUBSYSTEM
BENEFITS

* * * * * * * * * *

* ONE-TIME ENTRY OF PRICING SCHEDULE

* AUTOMATED PLANNING AND CLOSE-OUT

* AUTOMATED EMPLOYEE LABOR DISTRIBUTION

* ONE-TIME ENTRY OF REQUISITIONS

* EMPLOYEE EFFICIENCY MEASUREMENT

* JOB STATUS MONITORING

* AUTOMATED COLLECTION OF MINU AND WIP

BUDGET FUNCTION

RILEY SINDER

VECTOR RESEARCH

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BUDGET FUNCTION

ABSTRACT: FUTURE COSTS AND REVENUES WILL BE
FORECAST BASED ON USER SUPPLIED PRICING AND
MARKETING GUIDELINES. THE FINANCIAL IMPACT
OF SHIFTING USER NEEDS WILL BE ASSESSED.
ALTERNATIVE NEW TECHNOLOGIES WILL BE COMPARED
FOR COST SAVING AND PRODUCTION EFFICIENCY
EXPRESSED IN FINANCIAL TERMS.

BUDGET OBJECTIVES

- **PROJECTING CURRENT TRENDS**

- **FORECASTING**

- **ADJUSTING TO PRINTING ENVIRONMENT**

- **ASSESSING NEW TECHNOLOGIES**

- **DEVELOPING PRICING AND MARKETING STRATEGY**

- **COMPARING ACTUAL TO PLANNED BUDGET**

BUDGET FORMULATION TOOL

- Express estimated operations

- In financial terms

- Predict financial impact

51

ALTERNATIVES ASSESSMENT

- IDENTIFY FAVORABLE AND UNFAVORABLE TRENDS

- SUGGEST TIMELY CORRECTIONS

- COMPARE SCENARIOS FROM FORECASTING

- PREDICT WHAT REALISTICALLY WILL BE PERFORMED

DRAFT BUDGET

- INSTRUCTIONS FROM NPPSMO

- ASSEMBLE DRAFT

- AGGREGATE TO APPROPRIATE LEVEL

    -- NPPSMO

    -- DIVISION

    -- PLANT

    -- COST CENTER

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FINAL BUDGET SUBMISSION

- **Collect comments**

- **Authorized reviewers**

- **Final edit**

- **Hard copy for signature**

GOALS AND IMPROVEMENTS RANKING

- ● SPECIFY GOALS

- ● COLLECT EVALUATIONS

- ● FORECAST BENEFIT

- ● RANK ACCORDING TO BENEFIT

- ● RELATE BUDGET ITEMS TO GOALS

BUDGET DATA COMPILATION

- **AUTOMATIC HISTORY FILE**

- **PRODUCTION**

- **ACCOUNTING**

- **FIXED ASSETS**

- **MATERIAL INVENTORY**

56

ANALYSIS AND FORECAST

- GROWTH TRENDS

- COST AND REVENUE MODEL

- PREDICT COSTS AND REVENUES

57

GROWTH TRENDS

● FORECAST WITHOUT UNEXPECTED CHANGES

● PROCESS LEVEL TRENDS

● AGGREGATED TO HIGHER LEVELS

    -- NPPSMO

    -- DIVISION

    -- PLANT

    -- COST CENTER

COST AND REVENUE MODEL

- PROCESS LEVEL

- COST FACTORS

- REVENUE FACTORS

PRINTING ENVIRONMENT

● COST AND REVENUE FORECASTS

● CHANGING ENVIRONMENTS

    -- CUSTOMER NEEDS

    -- OVERHEAD COSTS

    -- NEW CONSTRUCTION

    -- PLANT OPERATIONS

NEW TECHNOLOGY ASSESSMENT

- COST SAVINGS

- IMPROVED OPERATIONS

- ORGANIZATIONAL IMPACTS

- MARKET FACTORS

PRICING AND MARKETING STRATEGY

● IDENTIFY PROCESSES NOT RECOVERING COSTS

● GUIDELINES FOR PRICING SCHEDULE

● MARKETING OPPORTUNITIES

● FORECASTS OF COSTS AND REVENUES

BUDGET EXECUTION

● COMPARE PLANNED TO ACTUAL PERFORMANCE

● COMPARE FY TO PREVIOUS YEAR

● IDENTIFY CAUSES FOR VARIANCE

    -- PROCESS

    -- COST CENTER

SUMMARY

- FORECAST THE ENTRY LEVEL ACCOUNTS

- ASSESS PERFORMANCE TO DATE

CUSTOMER ACTIVITY FUNCTION

GEORGE HICKEY

VECTOR RESEARCH

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PRMIS II COST AND FINANCIAL SUBSYSTEM
GOAL:

AN AUTOMATED, STATE-OF-THE-ART ACCOUNTING SYSTEM
WHICH MEETS OR EXCEEDS GAO AND NAVCOMPT APPROVAL
STANDARDS, AND MOST EFFICIENTLY AND EFFECTIVELY
MEETS NPPS REQUIREMENTS.

PRMIS II COST AND FINANCIAL SUBSYSTEM

OBJECTIVES:

- A COMPLETE, AUTOMATED, INTEGRATED ACCOUNTING FUNCTION WITH ALL REQUIRED SUBSIDIARY LEDGERS AND A GENERAL LEDGER

- AN AUTOMATED BUDGET FUNCTION FOR FORECASTING, FORMULATING AND EXECUTING NPPS' BUDGET

- AN AUTOMATED CUSTOMER ACTIVITY FUNCTION WHICH PROVIDES CUSTOMER ORDER ENTRY/BILLING CONTROL, FUNDS STATUS AND ACTIVITY PROFILES

- THE CAPABILITY TO EASILY INTERFACE WITH OTHER PRMIS II SUBSYSTEMS AS THEY ARE IMPLEMENTED IN PHASES 2 AND 3

67

PRMIS II OVERVIEW CHART

- PRMIS II — 0.
  - FIXED ASSETS SUBSYSTEM — 1.
    - EQUIPMENT INVENTORY FUNCTION — 1.1
    - REPROGRAPHICS FUNCTION — 1.2
  - SUPPLY SUBSYSTEM — 2.
    - MATERIALS INVENTORY FUNCTION — 2.1
    - PURCHASING FUNCTION — 2.2
  - COST AND FINANCIAL SUBSYSTEM — 3.
    - ACCOUNTING FUNCTION — 3.1
    - BUDGET FUNCTION — 3.2
    - CUSTOMER ACTIVITY FUNCTION — 3.3
  - PRODUCTION SUBSYSTEM — 4.
    - PLANNING FUNCTION — 4.1
    - MONITORING FUNCTION — 4.2
    - SCHEDULING FUNCTION — 4.3
    - COMMERCIAL PROCUREMENT FUNCTION — 4.4
  - DISTRIBUTION SUBSYSTEM — 5.
    - MAILING/SHIPPING FUNCTION — 5.1
    - ELECTRONIC COMMUNICATION FUNCTION — 5.2

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PRMIS II COST AND FINANCIAL SUBSYSTEM
GENERAL FEATURES:

- COMPREHENSIVE, AUTOMATED UP-FRONT EDIT AND VALIDATION

- AUTOMATIC "EXPLOSION" OF ACCOUNTING ENTRIES

- CAPABILITY TO START CURRENT PERIOD ENTRIES PRIOR TO CLOSE OF PREVIOUS

- AUTOMATIC ACCRUALS

- AUTOMATIC CREATION OF RECURRING ENTRIES

- AUTOMATIC, SELECTIVE ROLLUP OF INFORMATION

- DATA BASE MANAGEMENT SYSTEM

- AUTOMATED STATISTICAL SAMPLING FOR AUDIT CONTROL

69

PRMIS II COST AND FINANCIAL SUBSYSTEM
GENERAL FEATURES (CONTINUED):

- AUTOMATED TRANSACTION AUDIT TRIALS

- FINANCIAL AND STATISTICAL ANALYSIS CAPABILITY

- TRIAL BALANCED AVAILABLE THROUGHOUT ACCOUNTING CYCLES

- AUTOMATED CASH RECONCILATION

- REDUCTION OF HARD COPY REPORT

- ELIMINATION OF MANUAL OPERATIONS

- MEETS GAO AND NAVCOMPT STANDARDS

- ONE TIME, AUTOMATED SOURCE DATA CAPTURE

PRMIS II COST AND FINANCIAL SUBSYSTEM
GENERAL FEATURES (CONTINUED):

- ### AUTOMATED FIXED AND MATERIAL ASSET ACCOUNTING

- ### AUTOMATED OVERHEAD AND G&A ALLOCATION

CUSTOMER ACTIVITY FUNCTION

OBJECTIVES:

- ESTABLISH END TO END JOB ORDER ENTRY/BILLING CONTROL

- PROVIDE OPEN REQUISITION AND ONE TIME PRINTING REQUISITION FUNDS CONTROL

- FURNISH JOB ORDER NUMBER AND OPEN REQUISITION BILLING BACKUP

- MAKE AVAILABLE CUSTOMER ACTIVITY INFORMATION, CURRENT ACCOUNT AND JOB ORDER STATUS

CUSTOMER ACTIVITY FUNCTION VISUAL TABLE OF CONTENTS (VTOC)

```
                          ┌──────────────────────┐
                          │     CUSTOMER         │
                          │     ACTIVITY         │
                          │     FUNCTION     0.  │
                          └──────────┬───────────┘
        ┌──────────────────┬─────────┴─────────┬──────────────────┐
        │                  │                   │                  │
┌───────────────┐ ┌───────────────┐   ┌───────────────┐  ┌───────────────┐
│  ORDER ENTRY/ │ │ OPEN          │   │ JOB ORDER     │  │  CUSTOMER     │
│  BILLING      │ │ REQUISITION   │   │ NUMBER        │  │  ACTIVITY     │
│  CONTROL   1. │ │ FUNDS CONTROL2.│  │ BILLING    3. │  │  PROFILE   4. │
└───────┬───────┘ └───────┬───────┘   └───────┬───────┘  └───────┬───────┘
        │                 │                   │                  │
┌───────────────┐ ┌───────────────┐   ┌───────────────┐  ┌───────────────┐
│   CUSTOMER    │ │ OPEN          │   │ JOB ORDER     │  │ CUSTOMER      │
│   MASTER      │ │ REQUISITION   │   │ NUMBER AND    │  │ ACTIVITY      │
│   RECORD      │ │ CUSTOMER ORDER│   │ CAPTURE AND   │  │ DATA CAPTURE  │
│   OPERATION1.1│ │ ENTRY OP.  2.1│   │ MAINTENANCE   │  │ AND MAINTEN-  │
└───────────────┘ └───────────────┘   │ OPERATION 3.1 │  │ ANCE OP.  4.1 │
                                       └───────────────┘  └───────────────┘
┌───────────────┐ ┌───────────────┐   ┌───────────────┐  ┌───────────────┐
│  CUSTOMER ONE │ │ OPEN          │   │ JOB ORDER     │  │ CUSTOMER      │
│  TIME REQUISI-│ │ REQUISITION   │   │ NUMBER BILLING│  │ ACTIVITY      │
│  TION ORDER   │ │ CONTROL       │   │ BACKUP REPORT │  │ PROFILE REPORT│
│  ENTRY OP. 1.2│ │ OPERATION 2.2 │   │ OPERATION 3.2 │  │ OPERATION 4.2 │
└───────────────┘ └───────────────┘   └───────────────┘  └───────────────┘
┌───────────────┐ ┌───────────────┐
│   CUSTOMER    │ │ OPEN          │
│   BILLING     │ │ REQUISITION   │
│   CONTROL     │ │ BILLING BACKUP│
│   OPERATION1.3│ │ OPERATION 2.3 │
└───────────────┘ └───────────────┘
```

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REQUISITION FUNDS CONTROL

- ## COST REIMBURSABLE ORDER VARIANCE CONTROL

- ## OPEN REQUISITION BALANCE CONTROL

JOB ORDER ENTRY/BILLING CONTROL

- ESTABLISH UNIQUE JOB ORDER ACCOUNTING IDENTIFIER

- ESTABLISH UNIQUE PLANT JOB ORDER IDENTIFIER

  PRODUCTION SUBSYSTEM ADDS JOB ORDER NUMBER

- COMBINE IDENTIFIERS FORM UNIQUE AUDIT AND REPORT CODE
  FOR ALL ASSOCIATED TRANSACTIONS

- ESTABLISH CUSTOMER MASTER RECORD AND FILE DATA FOR CAF
  OPEN REQUISITION FUNDS CONTROL AND CUSTOMER ACTIVITY
  PROFILE DATA BASE AND ACCOUNTING FUNCTION A/R

- PAYMENTS EASILY MATCHED TO JOB ORDER AND DELIQUENCY
  ACCURATELY IDENTIFIED

  :: AGED ACCOUNTS RECEIVABLES FROM ACCOUNTING FUNCTION
  :: DELIQUENCY NOTICES FROM ACCOUNTING FUNCTION

- CLEAR AUDIT TRAIL FROM ORDER ENTRY TO RECEIPT OF CASH

BILLING BACKUP

- <u>JOB ORDER NUMBER</u>

- <u>OPEN REQUISITION SPREAD SHEET</u>

- <u>PLANT</u>

- <u>JOB ORDER NUMBER</u>

  .. FINAL PRICE SCHEDULE INFORMATION IS ENTERED INTO
     EITHER THE CUSTOMER ACTIVITY PROFILE DATA BASE OR
     OPEN REQUISITION FUNDS CONTROL FILE BY CAF AFTER IT
     IS RECEIVED FROM PRODUCTION CLOSE OUT.

  .. WHEN THE ACCOUNTING FUNCTION CREATES A 1040, THE DATA
     IS PASSED TO CAF WHICH GENERATES HARD COPY BILLING
     BACKUP BY EACH JOB REFERENCED ON THE 1040 IF THE
     CUSTOMER HAS REQUESTED IT.

BILLING BACKUP (CONTINUED)

- ### OPEN REQUISITION SPREAD SHEET

  - •• FINAL PRICE SCHEDULE INFORMATION IS ENTERED INTO THE OPEN REQUISITION FUNDS CONTROL FILE BY CAF AFTER IT IS RECEIVED FROM PRODUCTION CLOSE OUT.

  - •• WHEN THE ACCOUNTING FUNCTION CREATES A 1080, THE DATA IS PASSED TO CAF WHICH GENERATES HARD COPY SPREAD SHEET BILLING BACKUP DETAILING PRICE BY INDIVIDUAL PROCESSES AND UNIT PROCESSED IF THE CUSTOMER HAS REQUESTED IT.

- ### PLANT BILLING BACKUP OF EITHER TYPE MAY BE GENERATED IN HARD COPY IF REQUESTED BY THE PLANT OR IS AVAILABLE FOR ON-LINE QUERY

JOB ORDER ENTRY/BILLING CONTROL KEY

- ### COMBINED CUSTOMER ACTIVITY AND PRODUCTION IDENTIFIERS

  - .. SOURCE DOCUMENT NUMBER

  - .. BUREAU CONTROL NUMBER

  - .. VIC OR ORGANIZATION CODE

  - .. COST CODE

  - .. TRANSACTION CODE

  - .. JULIAN DATE

  - .. ACCOUNTING MONTH

  - .. CODER ID

  - .. PLANT NUMBER

  - .. PLANT JOB ORDER NUMBER

COST REIMBURSABLE VARIANCE CONTROL

- ## COST REIMBURSABLE ORDERS

- ## NAVCOMPT MANUAL P-1000, VOL. 5 VARIANCE LIMITATIONS

  - .. 10K OR LESS: THE LOWER OF 10% OR $500
  - .. OVER 10K: THE LOWER OF 5% OR $1,000

- ## RENEGOTIATION - ONLY OVERRUNS EXCEEDING VARIANCE

- ## UNDERRUNS

  - .. WITHIN VARIANCE BILL ESTIMATED PRICE AS FINAL
  - .. OUTSIDE VARIANCE BILL ACTUAL FINAL PRICE

- ## OVERRUNS

  - .. RENEGOTIATION SUCCESSFUL - BILL ACTUAL FINAL PRICE
  - .. RENEGOTIATION UNSUCCESSFUL - BILL FINAL PRICE TO VARIANCE LIMIT, WRITE OFF OVERRUN TO OPERATING LOSS

CUSTOMER ACTIVITY PROFILE

- ## DATA CAPTURE AND MAINTENANCE

  - .. CAF CREATES CUSTOMER MASTER FILE IN WHICH CUSTOMER ACTIVITY PROFILE INFORMATION IS COLLECTED.

  - .. CAF ENTERS CUSTOMER ACTIVITY PROFILE INFORMATION AFTER IT HAS BEEN COMPLETELY PROCESSED AND ENTERS IT EITHER INTO THE CUSTOMER ACTIVITY PROFILE DATA BASE OR THE OPEN REQUISITION FUNDS CONTROL FILE AS APPROPRIATE

- ## CUSTOMER ACTIVITY REPORTS

  - .. HARD COPY STANDARD REPORTS

  - .. HARD COPY AD HOC REPORTS CREATED ON-LINE USING THE PRMIS II REPORT WRITER AND ANALYSIS CAPABILITIES

  - .. STANDARD QUERIES

  - .. AD HOC QUERIES

CUSTOMER ACTIVITY FUNCTION SUMMARY

- PROVIDES END TO END JOB ORDER ENTRY/BILLING CONTROL

- ESTABLISHES OPEN REQUISITION AND ONE TIME PRINTING REQUISITION FUNDS CONTROL

- FURNISHES JOB ORDER NUMBER AND OPEN REQUISITION SPREAD SHEET BILLING BACKUP

- CREATES A CUSTOMER ACTIVITY PROFILE INFORMATION, CURRENT ACCOUNT AND JOB STATUS REPORT CAPABILITY

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OPEN REQUISITION BALANCE CONTROL

- ## OPEN REQUISITION ORDERS

- ## QUERY OPEN REQUISITION FUNDS CONTROL FILE

  .. SUFFICIENT FUNDS FOR PLANNED JOB?

  .. YES - RELEASE JOB TO PRODUCTION, INCREASE ACCURUED COSTS, DECREASE FUND BALANCE

  .. NO - REQUEST FUNDS FROM CUSTOMER, IF AGREES OVERRIDE NEGATIVE BALANCE CONTROL AND RELEASE JOB TO PRODUCTION, ELSE CANCEL JOB.

- ## OPEN REQUISITION JOB CLOSE OUT AND PAYMENT ENTRIES

  .. DECREASE ACCRUED COST AND INCREASE FUND COST BY AMOUNT OF TOTAL PAYMENT. MAKE ADJUSTMENTS TO BALANCE AND ACCRUED COST IF DIFFERENT FROM CLOSE OUT PRICE.

  .. ADJUST ACCRUED COST AND BALANCE BY DIFFERENCE, IF ANY, BETWEEN PLANNED AND FINAL PRICE

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OPEN REQUISITION BALANCE CONTROL (CONTINUED)

- <u>OPEN REQUISITION BALANCE CONTROL REPORTS</u>

  .. LOW OR NEGATIVE BALANCE WARNING

  .. AGED LOW OR NEGATIVE BALANCE REGISTER BY CUSTOMER, BY OPEN REQUISITION

FIXED ASSETS

AND

MATERIAL INVENTORY

GEORGE HICKEY

VECTOR RESEARCH

84

FIXED ASSETS FUNCTION

ABSTRACT: AN AUDIT TRAIL OF TRANSACTIONS WILL
BE MAINTAINED FROM THE TIME OF RECEIPT UNTIL
THE TIME OF RETIREMENT AND REMOVAL. EQUIPMENT
USAGE STATISTICS WILL BE ACCUMULATED. ESTIMATES
OF REMAINING LIFE-EXPECTANCY WILL BE PROVIDED.

FIXED ASSET OBJECTIVES

● LOCATE RESOURCES

● CALCULATE ACCUMULATED DEPRECIATION

● REVIEW OF EXPECTED USEFUL LIFE

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DATA ENTRY

- INITIAL CONTRACTOR LOAD

- NPPS PLANT VERIFICATION

- NPPS UPDATE

- AUTOMATED INTERFACE WITH PURCHASING

AD HOC QUERIES

- PRODUCTION EQUIPMENT PERFORMANCE

    -- EQUIPMENT USAGE

    -- REMAINING LIFE EXPECTANCY

    -- MAINTENANCE AND OVERHAUL

- JCP REPORTS

- ROLL-UP TO DIVISION OR NPPSMO LEVEL

RESOURCE LOCATION

- FROM FIXED ASSETS FUNCTION

- DATA ENTRY

- PURCHASING AUTOMATED INTERFACE

- AUTOMATED PROCESSING OF DELIVERY DOCUMENT

- SUSPENSE FILE OF UNLOCATED EQUIPMENT ITEMS

ACCUMULATED DEPRECIATION

- STRAIGHT LINE BASIS

- ALSO DEPRECIATION BASED ON USAGE

- FASTER DEPRECIATION FOR OVER-USED UNITS

- REDISTRIBUTED VALUE FOR UPGRADED UNITS

- ESTIMATION OF REMAINING LIFE-EXPECTANCY

- EQUIPMENT FUNDED BY NPPS

- DEPRECIATION REFLECTED IN PRICING SCHEDULE

- REPLACEMENT TAKING INTO ACCOUNT INFLATION

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MATERIAL INVENTORY FUNCTION

ABSTRACT: MATERIAL ORDER AND RECEIPT DOCUMENTS
WILL BE PROCESSED AND MATCHED WITH VENDOR
BILLING DOCUMENTS TO CERTIFY PAYMENT TO VENDOR.
AN AUDIT TRAIL OF MATERIAL RECEIPTS AND WITHDRAWALS
WILL BE MAINTAINED. AUTOMATED CALCULATIONS WILL
PROVIDE MATERIAL ISSUED NOT USED (MINU), MATERIAL
IN TRANSIT (MIT), AND APPROPRIATION PURCHASES
ACCOUNT (APA) INVENTORY ACCOUNTING.
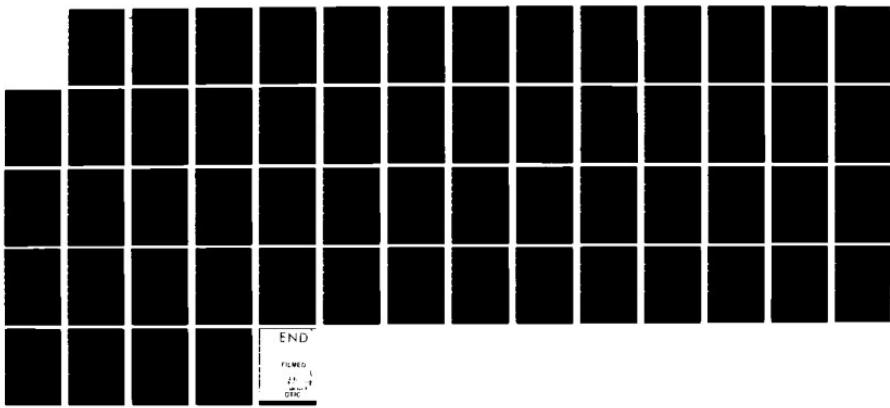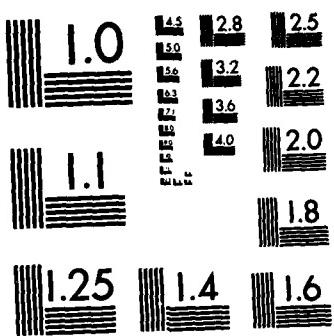
MICROCOPY RESOLUTION TEST CHART

NATIONAL BUREAU OF STANDARDS-1963-A

MATERIAL INVENTORY FUNCTION

ABSTRACT: MATERIAL ORDER AND RECEIPT DOCUMENTS
WILL BE PROCESSED AND MATCHED WITH VENDOR
BILLING DOCUMENTS TO CERTIFY PAYMENT TO VENDOR.
AN AUDIT TRAIL OF MATERIAL RECEIPTS AND WITHDRAWALS
WILL BE MAINTAINED. AUTOMATED CALCULATIONS WILL
PROVIDE MATERIAL ISSUED NOT USED (MINU), MATERIAL
IN TRANSIT (MIT), AND APPROPRIATION PURCHASES
ACCOUNT (APA) INVENTORY ACCOUNTING.

MATERIAL INVENTORY OBJECTIVES

● AUDIT TRAIL OF RECEIPTS AND WITHDRAWALS

● VALIDATION OF CHARGES FOR MATERIAL

● UNIFORM MATERIAL STOCK CLASS

● ESTIMATION OF MINU

AD HOC QUERIES

- MOVING AVERAGE PRICE

- BASED ON RECENT RECEIPTS

- UNDELIVERED ORDERS

- MATERIAL IN TRANSIT

AUDIT TRAIL

- WITHDRAWALS, FROM PRODUCTION

- GOODS RECEIVED, FROM RECEIVING

- PHYSICAL INVENTORY

- SEPARATION OF DUTIES

- CONTROL TOTALS

- LIMIT CHECK ON INVENTORY ERROR, IN DOLLARS

- REORDER OF LOW LEVEL ITEMS

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VALIDATION OF CHARGES

● LOGGING OF PURCHASE ORDERS

● LOGGING OF SHIPMENT LISTS

● UNIT PRICE UPDATE FROM INVOICE

● CERTIFY INVOICE

● SEPARATION OF DUTIES

● LIMIT CHECKS ON QUANTITY AND PRICE VARIANCE

● TRANSACTION VALIDITY

MOVING AVERAGE PRICE

- ⬤ Invoice

- ⬤ Most recent unit price

- ⬤ Formula for averaging the price

- ⬤ To Production Planning for estimating
  the Pricing Schedule

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CONTROLS

- REQUIRED CONTROLS, GAO

- AUDIT TRAILS

- SUSPENSE FILES FOR FUTURE ACTION

- RISK ANALYSIS

ACCOUNTS PAYABLE

GEORGE HICKEY

VECTOR RESEARCH

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ACCOUNTS PAYABLE

O MAINTAIN SUBSIDIARY LEDGER
        PROCESS ALL INVOICES AND PAYMENTS

O INSURE VALIDITY AND CERTIFICATION OF PAYABLES

O POST UPDATES TO GENERAL LEDGER

O GENERATE REPORTS BY REQUEST FOR MANAGEMENT

INVOICE FUNCTION

O   UPDATES INVOICE REGISTER

        TAPE BILLING FROM G.P.O.

        SERVICE COMPLETION

        RECEIPT OF INVENTORY ITEM

O   AUTOMATICALLY CALCULATES PAYMENT DUE DATES,
    DISCOUNT DUE DATES, DISCOUNT AMOUNTS

O   INVOICE REGISTER

        ONLY INVOICES RECEIVED IN CURRENT MONTH

        VENDOR OR INVOICE SEQUENCE

        GOVERNMENT, NON-GOVERNMENT & BOTH

        BY REQUEST

RUN DATE MM/DD/YY   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

INVOICE REGISTER

DATE	VENDOR	CC	COST CODE	EXP ACCT	AMOUNT	REC RPT	PURCHASE ORDER #

COMMERCIAL PROCUREMENT

O IDENTIFIED AS COMMERCIAL PROCUREMENT DURING
   ORDER ENTRY AND IS MATCHED TO A CUSTOMER

O WHEN INVOICE ARRIVES, CUSTOMER IS CHARGED
   THRU INTERFACE TO ACCOUNTS RECEIVABLE

O COMMERCIAL PROCUREMENT REPORT GENERATED BY REQUEST

RUN DATE MM/DD/YY   COMMERICAL PROCUREMENT PAYABLE REPORT   PAGE ZZZZ

REPORT # XXXXXXXX   AS OF MM/DD/YY

COST CODE	INVOICE #	DATE	VENDOR	AMOUNT	CUSTOMER	CUST ID

PAYABLE VALIDATION

O USES CONCEPTS OF I.D.A. BY MATCHING:
          INVOICE
          PURCHASE ORDER
          RECEIVING REPORT

O WHEN INVOICE IS MATCHED, A PAYABLE IS CREATED
   AND THE SYSTEM UPDATES THE SUBSIDIARY LEDGER

O GENERAL LEDGER CONTROL ACCOUNTS ARE UPDATED

O VALID PAYABLE REGISTER IS GENERATED BY REQUEST

O UNMATCHED INVOICES GENERATE ITS OWN REGISTER
          INVOICES ARE AGED
          REPORT IS BY REQUEST

NAVY PUBLICATIONS AND PRINTING SERVICE
ACCOUNTS RECEIVABLE OUTSTANDING
AS OF: 31 DEC 1981

DIVISION: NORTHERN DIVISION

PLANT: 10   NPPSDO, PHILADELPHIA

COST CODE	VENDOR	GENERAL LEDGER ACCOUNT NUMBER DEBIT	CREDIT	TRANS MONTH	CURRENT BALANCE	OVER 30 DAYS BALANCE	OVER 60 DAYS BALANCE	OVER 90 DAYS BALANCE
R825760A0495	NAVELEX	1311	3082	10/31/80				231.31-
R825780A0500	HQ DLA, ATTN: CHIEF,	1311	3081	10/31/80				2,287.45-
R825760A0504	HQ DLA, ATTN: CHIEF,	1311	3082	10/31/80				19,336.27-
R825781AN010	NPPSDO,PHILADELP V	1311	3081	10/31/81			2,082,268.81-	
R825781A0270	U.S. GOV'T PRINTING	1311	3081	10/31/81			418.58-	
R625761A0271	NPPSDO PHILA	2320	3082	10/31/81			38,808.24-	
R825781A0272	NAVSEA (SEA 05L, PMS	1311	3082	10/31/81			895.20-	
R625781A0273	COMMANDING OFFICER	1311	3081	10/31/81			7,394.85-	
R625781A0274	USAF/DAPB	1311	3082	10/31/81			1,468.98-	
R625781A0275	USAF/DAPB	1311	3082	10/31/81			109,022.88-	
R625781A0278	DISC PHILA PA	1311	3081	10/31/81			107.97-	
R625781A0277	DEFENSE INVESTIGATIV	1311	3081	10/31/81			210.00-	
R625781A0278	DMA DISTRIBUTION CEN	1311	3081	10/31/81			837.14-	
R625781A0279	DISC PHILA PA	1311	3081	10/31/81			81,722.49-	
R825781A0280	DISC PHILA PA	1311	3081	10/31/81			417.17-	
R625781BN010	NPPSDO,PHILADELP V	1311	3081	11/30/81		1,251,537.26-		
R825781B0229	U.S. GOV'T PRINTING	1311	3081	11/30/81		330.26-		
R625781B0230	NPPSDO PHILA	2320	3081	11/30/81		29,445.95-		
R625781B0231	U.S. ARMY PUBLICATIO	1311	3082	11/30/81		124,500.18-		
R625781B0232	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		285.24-		
R825781B0233	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		24.95-		
R825781B0234	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		760.74-		
R825781B0235	USAF/DAPB	1311	3081	11/30/81		439.81-		
R625781B0238	USAF/DAPB	1311	3082	11/30/81		23,588.40-		
R625781B0237	DEFENSE INVESTIGATIV	1311	3081	11/30/81		879.35-		
R825781B0238	DMA DISTRIBUTION CEN	1311	3081	11/30/81		434.64-		
R625781B0239	DISC PHILA PA	1311	3081	11/30/81		57,268.95-		
R825781B0240	HQ DLA, ATTN: CHIEF,	1311	3081	11/30/81		50,290.42-		
R825781B0241	HQ DLA, ATTN: CHIEF,	1311	3081	11/30/81		3,882.98-		
R625781CN010	NPPSDO,PHILADELP V	1311	3082	12/31/81	1,893,052.20-			
R625781C0261	U.S. GOV'T PRINTING	1311	3081	12/31/81	302.43-			
R625781C0282	NPPSO PHILA	2320	3082	12/31/81	600.01-			
R625781C0263	NPPSO PHILA	2320	3081	12/31/81	25,788.80-			
R625776 C0284	RAYTHEON COMPANY	1320	3082	12/31/81	5,133.45-			
R625576 C0265	RAYTHEON COMPANY	1320	3081	12/31/81	8,121.75-			
R625781C0266	CO	1311	3082	12/31/81	8,900.85-			
R825781C0267	AVIATION SUPPLY OFFI	1311	3081	12/31/81	189.20-			
R625781C0268	U.S. ARMY PUBLICATIO	1311	3081	12/31/81	116.14-			
R625781C0269	U.S. ARMY PUBLICATIO	1311	3082	12/31/81	61,963.39-			
R625761C0270	NASA HDQTRS	1311	3081	12/31/81	502.92-			
R625761C0271	DMA DISTRIBUTION CEN	1311	3031	12/31/81	570.87-			
R625781C0272	DISC PHILA PA	1311	3082	12/31/81	68,674.38-			
R625701C0273	HQ DLA, ATTN: CHIEF,	1311	3082	12/31/81	17,154.15-			

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NDR RUN DATE: 01/13/82
CFBL0810

NAVY PUBLICATIONS AND PRINTING SERVICE
PLANT: NPPSDO,PHILADELP
NAVY BILLING BACKUP
AS OF DEC 31, 1981

PAGE NO: 618

DEBIT:

CUSTOMER IDENTIFICATION APPROPRIATION & OTHER	OBJ CLS	BUR CONT	SA	AAA	TP	PAA	COST CODE	ACTIVITY REQUISITION	NPPSO JOB NUM	AMOUNT
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100120	157.50
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100127	177.45
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100140	57.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100235	359.10
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100237	589.05
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100242	88.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100243	61.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100244	147.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100258	72.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100259	77.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100318	725.55
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3003425	46.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100353	823.20
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100355	1,119.30
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100417	2,397.15
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100496	3,197.25
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100533	50.00
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100550	2,128.35
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100552	741.30
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100719	1,775.55
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100886	1,018.40
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100945	2,407.65
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3100977	706.65
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101010	1,018.50
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101029	1,010.10
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101036	1,269.45
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101037	195.30
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101084	2,775.15
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101216	115.50
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101305	760.20
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101496	128.18
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101570	2,632.35
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101589	1,586.55
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101597	952.35
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101599	863.10
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101654	2,572.52
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101723	2,062.20
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101733	184.75
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101758	46.94
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101783	157.50
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101872	341.08
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101887	228.53
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3101938	4,035.55
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3102119	541.80
AA1711804.87CY	240	SAS5F	0	068342	2D	0Q77Q0	93600FQQ0000	N0002481PT00025	3102148	33.21

| CUSTOMER IDENTIFICATION | OBJ | BUR | SA | AAA | TP | PAA | COST | ACTIVITY | NPPSO | AMOUNT |
APPROPRIATION & OTHER	CLS	CONT					CODE	REQUISITION	JOB NUM	

DEBIT: 17-11X8242.2878 000 74782 65918 2D PKUA84 43479009 OSAE   N5276781PTO9098 5061004   8,900.85
        CO   NATSF

CUSTOMER BILLED AMOUNT: 8,900.85

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RUN DATE MM/DD/YY   VALID PAYABLES REGISTER   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

                                                    DEBIT   CREDIT

                    CC   COST CODE   ACCOUNT   AMOUNT   2111   2150   2270

DATE   VENDOR

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NOR RUN DATE: 01/13/82
CFMC0900

NPPSDO.PHILADELPHIA

NAVY PUBLICATIONS AND PRINTING SERVICE

VALID ACCOUNTS PAYABLE REGISTER

MONTH ENDED DEC 31, 1981

PAGE: 49

DATE	VENDOR	CC	COSTCODE	DEBIT ACCOUNTS	DEBIT AMOUNTS	CREDITS 2111	CREDITS 2150	CREDITS 2270
01/11/82	A B DICK	21	82576MAB092C	4542	8.21			8.21
01/11/82	A B DICK	32	82576MAB122C	4542	668.74			668.74
01/11/82	A&M	32	82576MAD012C	4542	117.21			117.21
01/11/82	A&M	32	82576MAD022C	4542	117.21			117.21
01/11/82	A&M	32	82576MAD032C	4542	238.16			238.16
01/11/82	A&M	30	82576MAD042C	4542	329.28			329.28
01/11/82	A&M	32	82576MAD052C	4542	472.32			472.32
01/11/82	A&M	30	82576MAD062C	4542	167.04			167.04
01/11/82	A&M	30	82576MAD072C	4542	167.03			167.03
01/11/82	A&M	32	82576MAD082C	4542	466.58			466.58
01/11/82	A&M	32	82576MAD092C	4542	466.56			466.56
01/12/82	AM-AAA		82576MAD1009	4638	13.78			13.78
01/11/82	A&M	32	82576MAD102C	4542	468.58			468.58
01/11/82	A&M	32	82576MAD112C	4542	933.12			933.12
01/11/82	A&M	32	82576MAD122C	4542	429.12			429.12
01/11/82	A&M	32	82576MAD132C	4542	59.52			59.52
01/11/82	A&M	32	82576MAD142C	4542	59.52			59.52
01/11/82	A&M	32	82576MAD152C	4542	61.44			61.44
01/11/82	A&M	32	82576MAD162C	4542	122.88			122.88
01/12/82	AM-AAA		82576MAD171B	4638	31.44			31.44
01/11/82	A&M	30	82576MAD172C	4542	98.88			98.88
01/12/82	AM-AAA		82576MAD1815	4638	87.44			87.44
01/11/82	A&M	32	82576MAD182C	4542	466.58			466.58
01/11/82	A&M	32	82576MAD192C	4542	61.44			61.44
01/11/82	A&M	32	82576MAD202C	4542	445.44			445.44
01/12/82	AM-AAA		82576MAM0111	4638	18.92			18.92
01/12/82	MCGREGOR-AAA		82576MCG1540	1540	4,370.25-	4,370.25-		
01/12/82	DATA-AAA		82576MDA0111	4638	2,074.00		2,074.00	2,074.00
01/11/82	DATAGRAPHICS	58	82576MDA012C	4542	1,295.00			1,295.00
01/12/82	DATAGRAPHICS	58	82576MDA022C	4542	109.00			109.00
01/12/82	DATAGRAPHICS	58	82576MDA032C	4542	387.00			387.00
01/12/82	IBM-AAA		82576MIB0117	4638	29.62-			29.62-
01/11/82	IBM	52	82576MIB012C	4542	160.87			160.87
01/11/82	ITEK	21	82576MIT022C	4542	81.25			81.25
01/11/82	JIMS SERVICE		6:576MJS012C	4743	3.45			3.45
01/11/82	NORFIN	32	82576MN0012C	4542	89.14			89.14
01/11/82	NORFIN	32	82576MN0022C	4542	89.14			89.14
01/11/82	NORFIN	32	82576MN0032C	4542	178.28			178.28
01/11/82	NORFIN	32	82576MN0042C	4542	100.14			100.14
01/12/82	NORFIN-AAA		82576MN00519	4638	357.38			357.38
01/11/82	NORFIN	32	82576MN0052C	4542	100.14			100.14
01/11/82	OLIVETTI		82576MOL012C	4743	27.84			27.84
01/11/82	PITNEY BOWES	41	82576MPI012C	4542	94.67			94.67
01/11/82	PITNEY BOWES	41	82576MPI022C	4542	10.34			10.34
01/11/82	PITNEY BOWES	41	82576MPI032C	4542	50.59			50.59
01/11/82	PITNEY BOWES	41	82576MPI042C	4542	15.67			15.67
01/11/82	PITNEY BOWES	41	82576MPI052C	4542	15.67			15.67
01/11/82	PITNEY BOWES	41	82576MPI062C	4542	10.34			10.34
01/11/82	PITNEY BOWES	41	82576MPI082C	4542	100.92			100.92

RUNDATE MM/DD/YY   UNMATCHED INVOICE REGISTER   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

COST CODE   INVOICE #   VENDOR   GLAC   CURRENT   30-60   61-90   OVER 90

PAYMENT CERTIFICATION

O PAYABLE MUST BE VALIDATED

O CERTIFIED BY ENTERING, VIA TERMINALS, RELEASE
   CODES FOR DESIRED PAYABLES

O OUTPUT TAPE SENT TO FIPC

O CERTIFIED PAYABLE REPORT GENERATED PY REQUEST

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RUN DATE MM/DD/YY   CERTIFIED ACCOUNTS PAYABLE   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

DATE   VENDOR   COST CODE   AMOUNT

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PAYABLE LIQUIDATION

O FIPC DISBURSEMENT NOTIFICATION RECORD WILL
   LIQUDATE MATCHED PAYABLE

O GENERAL LEDGER CONTROL ACCOUNTS UPDATED AUTOMATICALLY

O INVOICE PAID REGISTER GENERATED BY REQUEST
         GOVERNMENT, NON-GOVERNMENT & BOTH
         INVOICE OR VENDOR SEQUENCE

INVOICE PAID REGISTER

PAGE ZZZZ

AS OF MM/DD/YY

COST CODE	INVOICE #	VENDOR ID	VENDER	DNR	REC DT	DT PAID	INVOICE AMT	DISC	AMT PAID

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UNALLOCATED CHARGES

O WHEN A DISBURSEMENT NOTIFICATION RECORD DOES
NOT MATCH INVOICE AMOUNT, GENERAL LEDGER IS
UPDATED WITH A CREDIT TO CASH, DEBIT TO
UNALLOCATED CHARGES

O AN UNALLOCATED CHARGES REPORT IS GENERATED
FOR CASH RECONCILIATION PURPOSES

SAME FORMAT AS FIPC DISBURSEMENT LISTING

O UNALLOCATED CHARGES CLEARED BY UNDER OR OVER-
PAYMENT TO VENDOR PAYABLE BALANCES

RUN DATE MM/DD/YY   UNALLOCATED CHARGES REPORT   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

BCN	FIPC	REG	MNTH	COST CODE	VENDOR ID	DOV	NRFC CODE	DATE PAID	CREDITS $

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RECURRING PAYABLES FEATURE

O SYSTEM AUTOMATICALLY ENTERS RECURRING PAYABLE

      EX: LEASING PAYMENTS, MAINTENANCE CONTRACTS

      USER SPECIFIED NUMBER OF MONTHS

ACCOUNTS PAYABLE STATUS

O THESE STATUS REPORTS CAN BE REQUESTED AT
ANYTIME DURING THE MONTH:

ACCOUNTS PAYABLE SUBSIDIARY

AGED PAYABLES REPORT

ACCOUNTS PAYABLE OUTSTANDING

VENDOR HISTORY REPORT

GENERAL LEDGER POSTINGS REPORT

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RUN DATE MM/DD/YY   ACOUNTS PAYABLE SUBSIDIARY LEDGER   PAGE ZZZZ
REPORT # XXXXXXXX   AS OF MM/DD/YY

COST CODE	INVOICE #	DATE	GLAC	PURCHASES	OTHER	PAYMENTS	DIS TKN LOST	A/P DEBIT	CR

VENDOR XXXX

BEGIN BAL

ENDING BAL

VENDOR XXXXX

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RUN DATE MM/DD/YY   PAGE ZZZZ

REPORT # XXXXXXXX   AS OF MM/DD/YY

VENDOR ID   VENDOR NAME
XXXXX   XXXXXXXXXXXXXX

INVOICE #   REC DATE   COST CODE   INVOICE AMT   DISC AMT   CURRENT   30-60   61-90   OVER 90

AGED ACCOUNTS PAYABLE

VENDOR ID   VENDOR NAME
XXXX   XXXXXXXXXXXXXXXXX

NAVY PUBLICATIONS AND PRINTING SERVICE
ACCOUNTS PAYABLE OUTSTANDING
AS OF: 31 DEC 81

DIVISION: NORTHERN DIVISION

PLANT: 10   NPPSDO,PHILADELPHIA

UIC: 62576

COST CODE	VENDOR	GENERAL LEDGER ACCOUNT NUMBER DEBIT	CREDIT	BUSINESS MONTH	CURRENT BALANCE	OVER 30 DAYS BALANCE	OVER 60 DAYS BALANCE	OVER 90 DAYS BALANCE
82576								
82576AMCAD10	AM CORP	0000	2270	05/31/80				233.12
82576AMCAD13	AM INTERNATIONAL	1421	2150	04/30/81				433.60
82576AMCAD18	A M INTERNATIONAL	1421	2150	07/31/81			473.98	
62576AMLAO15	A M INTERNATIONAL	1421	2150	10/31/81			285.00	
82576BEN1081	FRINGE-AAA	2235	2111	11/30/81	16,081.77	15,741.78		
82576BEN2B30	FRINGE-AAA	2235	2111	12/31/81				
62576CALLO05	SINCLAIR & VALENTINE	1421	2150	09/30/81				2.85-
62576CALLO08	SINCLAIR & VALENTINE	1421	2150	11/30/81		66.83		
82576CALLO10	A M INTERNATIONAL	1421	2150	07/31/81				110.2G
82576CALLO11	LINDENMEYR PAPER	1421	2150	12/31/81	432.25			
82576CALLO17	AM MULTIGRAPHICS	1421	2150	12/31/81	196.40			
82576CALLO1B	AM	1421	2150	12/31/81	33.75			
62576CALLO20	PHILLIPS & JACOBS	1421	2150	11/30/81		185.00		
82576CALLO22	PHILLIPS & JACOBS	1421	2150	11/30/81		58.40		
82576CALLO24	PHILLIPS & JACOBS	1421	2150	12/31/81	23.50			
82576CALLO25	PHILLIPS & JACOBS	1421	2150	12/31/81	154.20			
82576CALLO41	LAMB BROS	1421	2150	11/30/81		128.59		
82576CALLO44	LAMB BROS	1421	2150	12/31/81	113.29			
82578CALLO48	LAMB BROS	1421	2150	12/31/81	92.81			
82578CALLO47	LAMB BROS	1421	2150	12/31/81	102.39			
82576CALLO48	LAMB BROS	1421	2150	12/31/81	79.24			
82578EDCRO31	OPM, MID-ATLANTIC RE	4634	2111	11/30/81		420.00		
82578EDEBO29	BUDGE & ACCTG OFFICE	4731	2111	11/30/81		100.00		
82576EDHAU10	SCHOOL DIST OF PHILA	4634	2150	10/31/81			22.59	
62576EDHAU11	SCHOOL DIST OF PHILA	4G34	2150	10/31/81			22.59	
82576EDHUN37	OPM	4634	2111	12/31/81	155.00			
82578EDMUL32	OPM	4731	2111	12/31/81	105.00			
82578EDPLO30	BUDGE & ACCTG OFFICE	4731	2111	11/30/81		60.00		
82578INTRAO2	SOUTH PLANT	1421	2111	11/30/81		2,782.69		
62578INTRAO3	WARMINSTER	1421	2111	11/30/81		7,590.20		
82578INTRAO6	SOUTH PLANT	1421	2111	12/31/81	513.01			
82576INTRA15	NADC	1421	2111	09/30/81			238.80	
82576INTRA1B	NADC	1421	2150	10/31/81				822.82
82578KCCA3001	BRACELAND BROS	4441	2150	12/31/81				420.00
62576KCCA3051	CATO	0000	2150	02/29/80				122.00-
82576KCCA3194	PENN JERSEY	4441	2150	07/31/81				77.00
82576KCCA3213	PENN JERSEY	4441	2150	07/31/81				204.00
82578KCCA32B3	PENN JERSEY	4441	2150	08/31/80				68.00
62578KZZO12	ASTM	4441	2150	02/28/81				949.00
62578KZZO002	ASTM	4441	2150	09/30/81				1,0G0.00

RUN DATE MM/DD/YY   A/P CUMULATIVE SUMMARY OF GENERAL LEDGER POSTING   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

                                                                      AMOUNT

DATE   DESCRIPTION   GLAC   CC   DEBIT   CREDIT

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ACCOUNTS PAYABLE INQUIRY

O REQUEST,VIA TERMINAL, ON-LINE SCREEN DISPLAY OF:

VENDOR STATUS

INVOICE STATUS

```
GEN0102              vendor status
                     GENERAL SERVICES COMPANY
                     1711 MAIN STREET
                     PROVO, UT  84234          001-266-1928

voucher   date      due     #days  description          net due
00004     05/13/79  05/13   -17    TUBING-STAINLESS-S    985.00
00009     06/16/79  07/16    16    TUBING-STAINLESS-R     17.50
                                   ** VENDOR TOTAL:     1,002.50

ENTER: VENDOR ID, N8 FOR NEXT VENDOR, OR 99 FOR FUNCTIONS
GEN0102
.....                                          1312    833
```

```
GEN0102              invoice status
                     GENERAL SERVICES COMPANY

00004

Invoice: 05/13/79   descr: TUBING-STAINLESS-S   inv: 10577
net due: 06/13/79   #days: -17                  pch: 5000
last pd: 00/00/00   cycle: HOLD   enty: NO      a/p: 2000
trm due: 05/13/79   allow: 0                     csh: 1011

    invoice       - terms       - paid    = net due
    $985.00                                 985.00

ENTER: VOUCHER NO, N8 FOR NEXT INVOICE, OR 99 FOR FUNCTIONS
00004
.....                                          1512    833
```

FILE INQUIRY

The current status of a vendor may be displayed on the screen in a matter of seconds. The "next" vendor in the master file can be displayed by keying # 8 instead of the entire ID.

In addition to the current status of a vendor, the status of specific invoices may be displayed.

ACCOUNTS RECEIVABLE

GEORGE HICKEY

VECTOR RESEARCH

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PACMIS ACCOUNTS RECEIVABLE

O   MAINTAIN SUBSIDIARY LEDGER

        ALL CHARGES AND PAYMENTS FROM CUSTOMER

O   UPDATE GENERAL LEDGER CONTROL ACCOUNTS

O   BILL CUSTOMERS

O   CONTROL AND ACCOUNT FOR CASH RECEIVED FROM CUSTOMERS

O   GENERATE REPORTS REQUIRED BY MANAGEMENT

A/R PROCESSES

O CREATE RECEIVABLE

O BILL CUSTOMERS

O AGE AND IDENTIFY DELINQUENT ACCOUNTS

O CASH RECEIPT FROM CUSTOMERS

O UNALLOCATED CREDITS

O STATUS REPORTS

RECEIVABLE CREATION

O CREATED VIA CUSTOMER ACTIVITY FUNCTION OR
   FROM COMMERCIAL PROCUREMENT PAYABLE

O ACCOUNTS RECEIVABLE REGISTER GENERATED

   --RECEIVABLES FOR CURRENT MONTH ONLY

   --SEQUENCED BY CUSTOMER OR JOB NUMBER

   --GOVERNMENT, NON-GOVERNMENT & BOTH

   --BY REQUEST

O GENERAL LEDGER CONTROL ACCOUNTS ARE UPDATED

   --A/R IS DEBITED

   --VARIOUS PROCESS REVENUES ARE CREDITED

RUN DATE MM/DD/YY

REPORT # XXXXXXX

ACCOUNT RECEIVABLE REGISTER

PAGE ZZZZ

AS OF MM/DD/YY

APPLICATION	CLS	CONT	SA	AAA	TP	PAA	CC	REQMTS	JOB #	AMOUNT

RUN DATE   MM/DD/YY   REVENUE BY PROCESS/COST CENTER   PAGE   ZZZZ

REPORT #   XXXXXXX   AS OF MM/DD/YY

           PROCESS   JOB ORDER #   REVENUE AMOUNT

           XXX   999999 $$$,$$$.$$
                            999999 $$$,$$$.$$
                            999999 $$$,$$$.$$
                                        TOTAL $$$,$$$.$$

           XXX

                                                 COST CENTER TOTAL $$$,$$$.$$

REVENUE BY JOB ORDER

JOB ORDER #	CUSTOMER	PROCESS	COST CENTER	REVENUE	TOTAL
999999	XXXXXX	999		$	
		999		$	
		999	99	$	
				$	
		999		$	
		999	99	$	
					$

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BILLING

O CREATES OUTPUT TAPE FOR FIPC

O PRINTS HARD-COPY BILL STATEMENTS

        --SHOWING ALL DETAILED CHARGES & PAYMENT

        --ALL DETAILS ON ONE BILL

O OPEN REQUISITION BALANCE REPORT GENERATED

O BILLING BACKUP REPORT

RUN DATE MM/DD/YY

REPORT # XXXXXXX

OPEN REQUISITION BALANCE REPORT

AS OF MM/DD/YY

PAGE ZZZZ

CUSTOMER ID	CUSTOMER	DATE LAST JOB	YTD REV	EST JOB	CURRENT OPEN BALANCE	BALANCE AFTER JOB

NPPS ACTIVITY

ADDRESS

CUSTOMER NAME

ADDRESS

MESSAGE OF CHOICE

JOB#	DATE	TRANSACTION	COST CODE	PAYMENTS	CHANGES
99999	MM/DD/YY	XXXXX	9999999	$	$

****** APPROPRIATION CODE ******

CURRENT   31 to 60   61 to 90   Over 90

TOTAL DUE	$$$$

AGED ACCOUNTS RECEIVABLE REPORT   PAGE ZZZZ

AS OF MM/DD/YY

| CUSTOMER ID | CUSTOMER NAME | TELE | TOTAL DUE | CURRENT | ********** DAYS OVERDUE ********** | | | |
					0-30	31-60	61-90	OVER 90
XXXXXX	XXXXXXXXXXXX	999-999-9999	99,999,999.99	99,999.99	99,999.99	99,999.99	99,999.99	99,999.99
XXXXXX	XXXXXXXXXXXX	999-999-9999	99,999,999.99	99,999.99	99,999.99	99,999.99	99,999.99	99,999.99
PLANT TOTAL			99,999,999.99	99,999.99	99,999.99	99,999.99	99,999.99	99,999.99
PERCENTAGE			999%	99%	99%	99%	99%	99%

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DELINQUENT RECEIVABLES

O RECEIVABLES ARE AGED

        --CURRENT, 0-30, 31-60, 61-90, OVER 90 DAYS

O FINANCE CHARGE ASSESSED TO SELECTED ACCOUNTS

O DELINQUENCY NOTICES AND LABELS

O AGED ACCOUNTS RECEIVABLE REPORT GENERATED

A/R CASH RECEIPTS

O CASH RECEIVED BY DISBURSEMENT NOTIFICATION RECORD
   OR FROM CASH/CHECK BY NON-GOVERNMENT CUSTOMERS

O MATCHING DNR AND BALANCE DUE GENERATE THE
   A/R CASH RECEIPTS REGISTER

O GENERAL LEDGER CONTROL ACCOUNTS ARE UPDATED

RUN DATE MM/DD/YY

REPORT # XXXXXXX

A/R CASH RECEIPT REGISTER

PAGE ZZZZ

AS OF MM/DD/YY

CUSTOMER ID	CUSTOMER	TRANS DATE	CASH RDC	CASH ACCT	A/R ACCT

UNALLOCATED CREDITS

O GENERAL LEDGER IS UPDATED WITH A DEBIT TO CASH,
   A CREDIT TO UNALLOCATED CREDITS

O UNALLOCATED CREDITS REPORT IS GENERATED FOR
   CASH RECONCILIATION PURPOSES

              --SAME FORMAT AS FIPC LISTING

O UNALLOCATED CREDITS CLEARED BY PARTIAL OR
   OVER-PAYMENT TO ACCOUNT BALANCE

RUN DATE MM/DD/YY   UNALLOCATED CREDITS REPORT   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

                                                                       DATE
BCN   FIPC   REG   MNTH   COST CODE   VENDOR ID   NRFC   PAID   CREDITS $

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A/R STATUS

O THESE STATUS REPORTS CAN BE REQUESTED AT ANYTIME
DURING THE MONTH:

--ACCOUNTS RECEIVABLE SUBSIDIARY LEDGER

--ACCOUNTS RECEIVABLE OUTSTANDING REPORT

--GENERAL LEDGER POSTINGS REPORT

--CUSTOMER HISTORY REPORT

NAVY PUBLICATIONS AND PRINTING SERVICE
ACCOUNTS RECEIVABLE OUTSTANDING
AS OF: 31 DEC 1981

DIVISION: NORTHERN DIVISION

PLANT: 10   NPPSDO,PHILADELPHIA

COST CODE	VENDOR	GENERAL LEDGER ACCOUNT NUMBER DEBIT	CREDIT	TRANS MONTH	CURRENT BALANCE	OVER 30 DAYS BALANCE	OVER 60 DAYS BALANCE	OVER 90 DAYS BALANCE
R82578OAO495	NAVELEX	1311	3082	10/31/80				231.31-
R82578OAO500	HQ DLA, ATTN: CHIEF,	1311	3081	10/31/80				2,267.45-
R82576OAO504	HQ DLA, ATTN: CHIEF,	1311	3082	10/31/80				19,338.27-
R62578IANO10	NPPSDO,PHILADELP V	1311	3081	10/31/81			2,062,268.01-	
R82578IAO270	U.S. GOV'T PRINTING	1311	3082	10/31/81			418.50-	
R82576IAO271	NPPSDO PHILA	2320	3082	10/31/81			36,808.24-	
R82578IAO272	NAVSEA (SEA O5L, PMS	1311	3082	10/31/81			105.20-	
R82578IAO273	COMMANDING OFFICER	1311	3081	10/31/81			7,394.85-	
R82578IAO274	USAF/DAPB	1311	3082	10/31/81			1,466.98-	
R82578IAO275	USAF/DAPB	1311	3082	10/31/81			109,022.08-	
R82578IAO276	DISC PHILA PA	1311	3082	10/31/81			107.97-	
R82578IAO277	DEFENSE INVESTIGATIV	1311	3081	10/31/81			210.00-	
H82578IAO278	DMA DISTRIBUTION CEN	1311	3081	10/31/81			837.14-	
HQ2578IAO279	DISC PHILA PA	1311	3081	10/31/81			61,722.49-	
R82578IAO280	DISC PHILA PA	1311	3081	10/31/81			417.17-	
R62578IBNO10	NPPSDO,PHILADELP V	1311	3081	11/30/81		1,251,537.26-		
R82578IB0229	U.S. GOV'T PRINTING	1311	3081	11/30/81		330.20-		
N82578IB0230	NPPSDO PHILA	2320	3081	11/30/81		29,445.95-		
R82578IB0231	U.S. ARMY PUBLICATIO	1311	3082	11/30/81		124,500.18-		
R82578IB0232	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		285.24-		
R82578IB0233	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		24.95-		
R82578IB0234	U.S. ARMY PUBLICATIO	1311	3081	11/30/81		760.74-		
R82578IB0235	USAF/DAPB	1311	3081	11/30/81		439.81-		
R82578IB0236	USAF/DAPB	1311	3082	11/30/81		23,588.40-		
H82578IB0237	DEFENSE INVESTIGATIV	1311	3081	11/30/81		679.35-		
R82578IB0238	DMA DISTRIBUTION CEN	1311	3081	11/30/81		434.64-		
R82578IB0239	DISC PHILA PA	1311	3081	11/30/81		57,268.95-		
R62578IB0240	HQ DLA, ATTN: CHIEF,	1311	3081	11/30/81		50,290.42-		
R82578IB0241	HQ DLA, ATTN: CHIEF,	1311	3081	11/30/81		3,882.98-		
R82578ICNO10	NPPSDO,PHILADELP V	1311	3081	12/31/81	1,893,052.20-			
R82578IC0261	U.S. GOV'T PRINTING	1311	3082	12/31/81	302.43-			
R82576IC0262	NPPSO PHILA	2320	3081	12/31/81	600.01-			
R82578IC0263	NPPSO PHILA	2320	3081	12/31/81	25,788.80-			
R82576 C0264	RAYTHEON COMPANY	1320	3082	12/31/81	5,133.45-			
R82576 C0265	RAYTHEON COMPANY	1320	3081	12/31/81	8,121.75-			
R82578IC0288	CO	1311	3082	12/31/81	8,900.85-			
RQ2578IC0287	AVIATION SUPPLY OFFI	1311	3081	12/31/81	189.20-			
H82578IC0288	U.S. ARMY PUBLICATIO	1311	3081	12/31/81	116.14-			
H62578IC0269	U.S. ARMY PUBLICATIO	1311	3082	12/31/81	61,963.39-			
H62576IC0270	NASA HDQTRS	1311	3081	12/31/81	502.92-			
H82578IC0271	DMA DISTRIBUTION CEN	1311	3081	12/31/81	576.87-			
H62578IC0272	DISC PHILA PA	1311	3082	12/31/81	68,674.30-			
H82578IC0273	HQ DLA, ATTN: CHIEF,	1311	3082	12/31/81	17,154.15-			

RUN DATE MM/DD/YY

REPORT # XXXXXXXX

ACCOUNTS RECEIVABLE SUBSIDIARY LEDGER

PAGE ZZZZ

AS OF MM/DD/YY

CUSTOMER ID	JOB #	BILL DATE	COST CODE	TRANS DESCRIPTION *APPROPRIATION*	AMOUNT CHARGED	AMOUNT PAID

RUN DATE MM/DD/YY   A/R CUMULATIVE SUMMARY OF GENERAL LEDGER POSTING   PAGE ZZZZ

REPORT # XXXXXXX   AS OF MM/DD/YY

                                                              AMOUNT

                                            GLAC   CC   DEBIT   CREDIT

DATE   DESCRIPTION

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GENERAL LEDGER

GEORGE HICKEY

VECTOR RESEARCH

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PRMIS II C.& F. GENERAL LEDGER OVERVIEW

The PRMIS II Cost and Financial General Ledger Function will maintain
and update the general ledger chart of accounts as described in NAVCOMP
Manual P-1000 (Volume 5). Accounts will be updated either by journal
vouchers or by accounting transactions "exploded" in C&F functions from
detailed functional transactions entered into C&F through interfaces
with other PRMIS II Subsystems or Functions. General Ledger will be
closed at month end by request and will allow for processing of the
current month's transactions even if the prior period has not yet been
officially closed.

Financial statements can be requested at any time at any level
of roll-up without actually closing the books. This feature will be
available for all desired accounting reports including the cash disbursements
and cash receipts journals, trial balances, and income statements. Special
features of General Ledger will include automatic recurring entries
and reversal of accruals, entry of prior period adjustments without
affecting the current month's figures, and automatic allocation of overhead
accounts. On-line query of an individual general ledger account's monthly
activity will also be available, as well as an end to end transaction
tracking capability. Control accounts for all subsidiary ledgers will
be automatically maintained.

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