

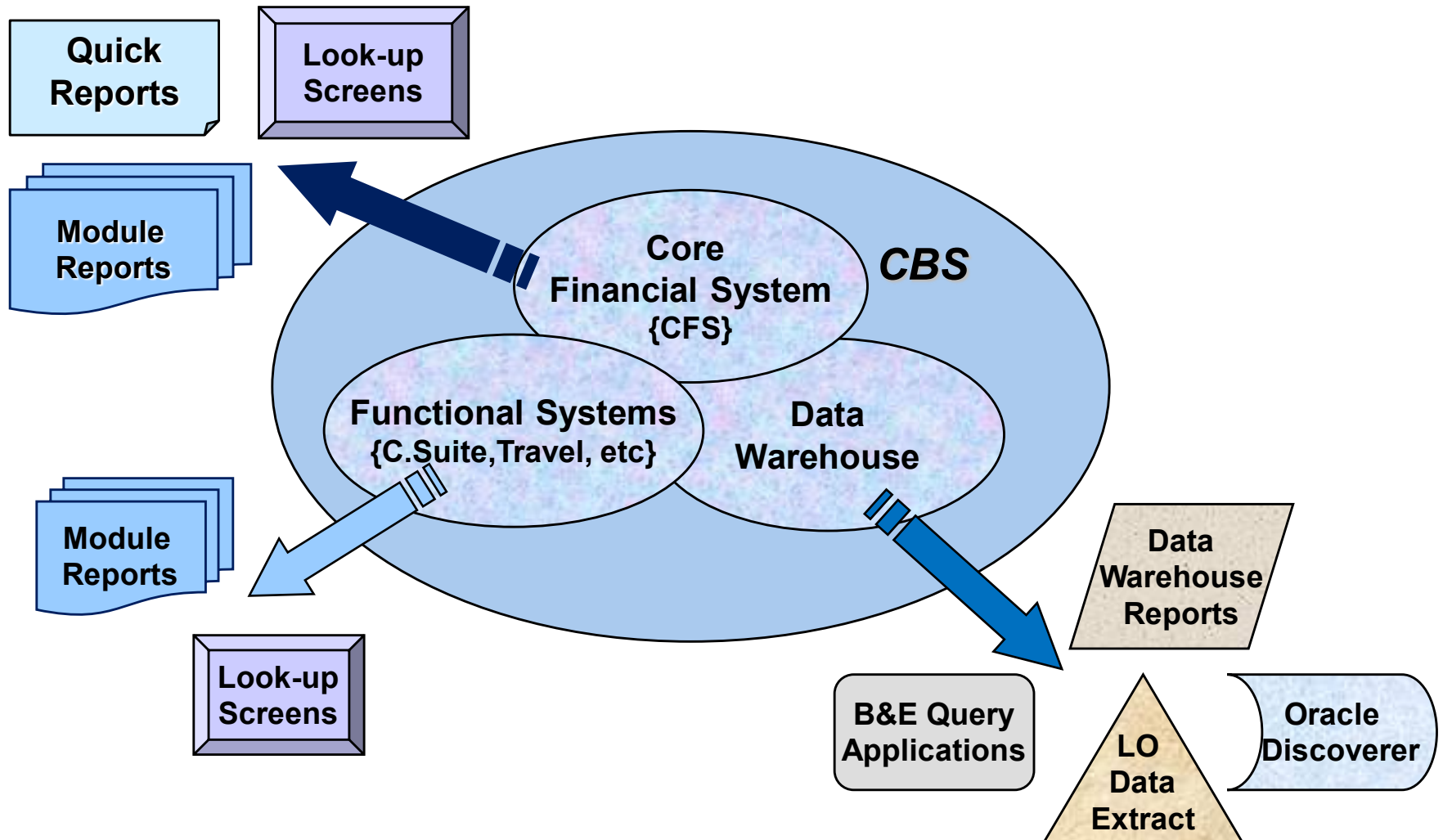


**NOAA** NATIONAL OCEANIC AND  
ATMOSPHERIC ADMINISTRATION  
UNITED STATES DEPARTMENT OF COMMERCE

# Data Warehouse & Quick Reports Training

FY 2022 – October  
V 1.0

# Systems within Commerce Business Systems (CBS)



# What is Data Warehouse?



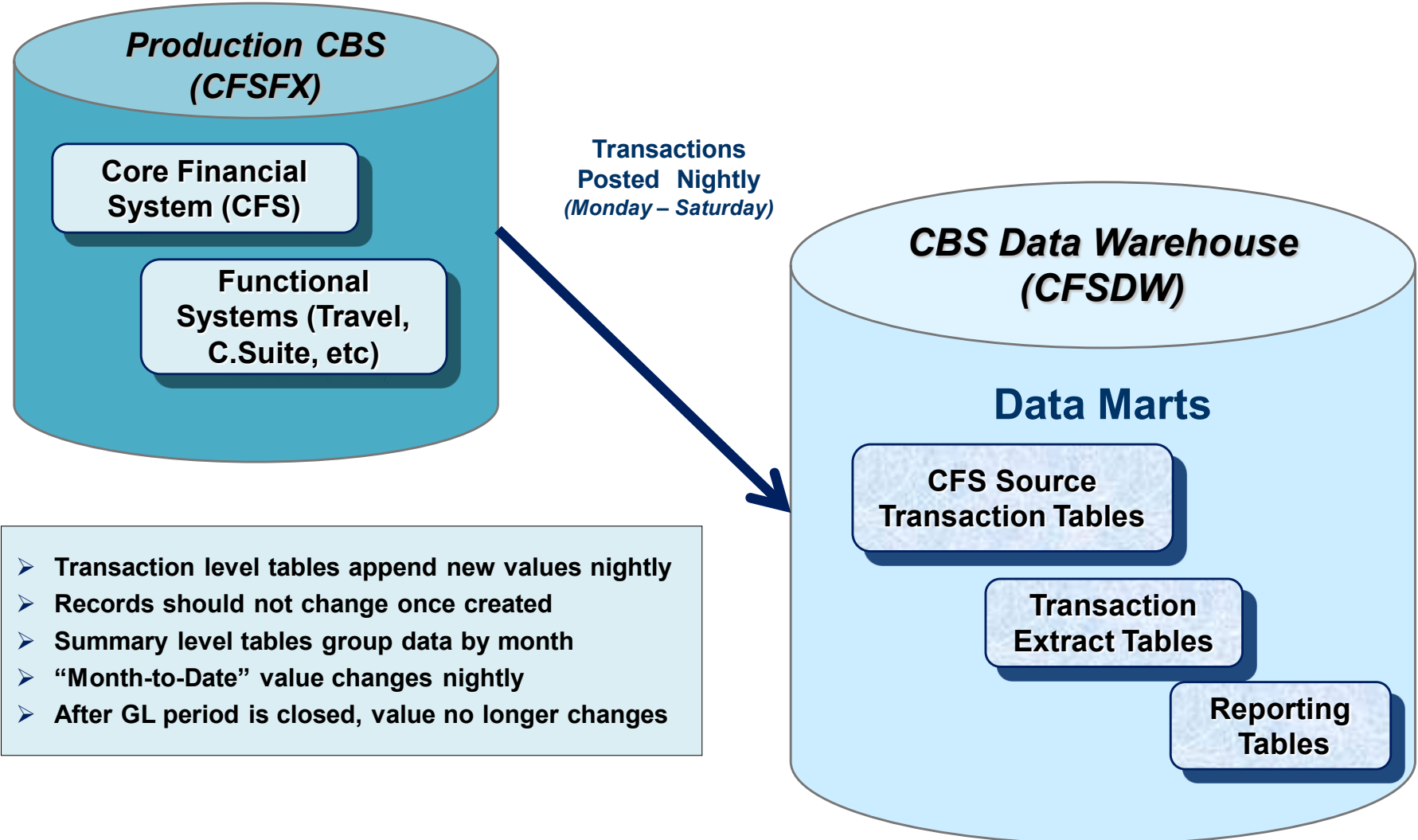
- It is a central repository of financial data
  - Extracts financial data from all systems under the Commerce Business Systems (CBS)
  - Is a Snapshot of the Previous Day's work
    - 24 hours behind production
  - Standard Reports
    - Different modules
- It allows users an easy way of getting information
  - Does not compete with Production

# What are Quick Reports?



- Quick Reports
  - Contained in Core Financial System (CFS)
  - Real Time Reporting
  - Shorter Run Time
  - Different Reports than DW Standard ones

# NOAA Data Warehouse



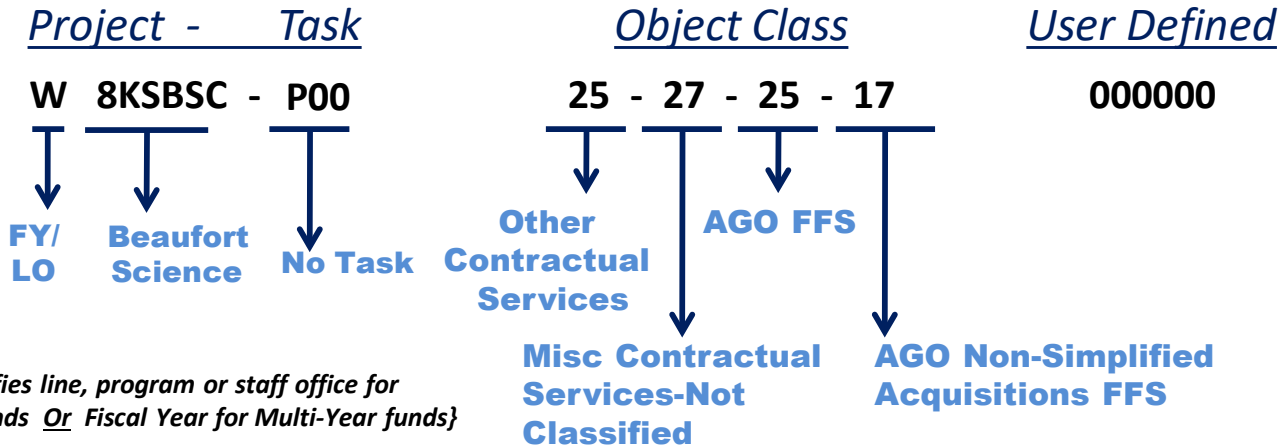
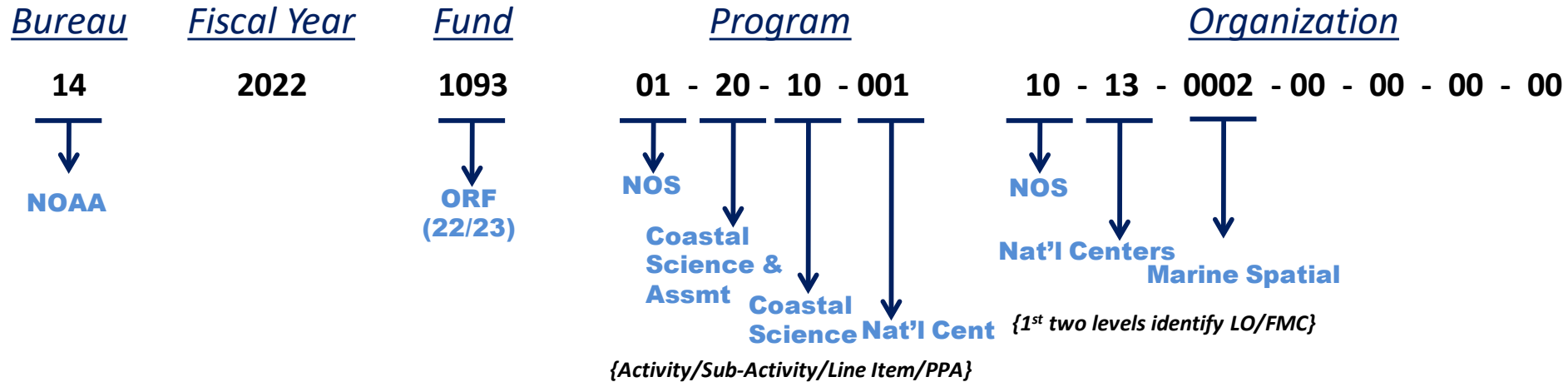
- Transaction level tables append new values nightly
- Records should not change once created
- Summary level tables group data by month
- "Month-to-Date" value changes nightly
- After GL period is closed, value no longer changes

# Accounts & Access



- Access is through the Web Portal
  - One User Name
    - OPS\$FIRLAS##
  - One Password
    - Minimum of 12 Characters
    - 1 Upper Case
    - 1 Lower Case
    - Special Character (# or \_)

# CBS Accounting Classification Code Structure (ACCS)



{Identifies line, program or staff office for No-Year funds Or Fiscal Year for Multi-Year funds}

# ACCS Broken out – Bureau



- Bureau
  - Main “offices” under the Department of Commerce
  - Defined in the ACCS by a number
    - National Oceanic and Atmospheric Administration (NOAA)
    - Bureau of Industry and Security (BIS)
    - Economic Development Agency (EDA)

Bureau

14



NOAA

Bureau

13



BIS

Bureau

20



EDA



# ACCS Broken out – Fiscal Year



- The year of the actual intent to purchase.
  - Date here must fall within the appropriation timelines
    - i.e. FY2022  
Appropriation Dates  
(01-Oct-2021 through  
30-Sep-2022)

<u>Fiscal Year</u>	<u>Fiscal Year</u>
2022	2021

# ACCS Broken out – Fund Code



- Various Types

- Single Year

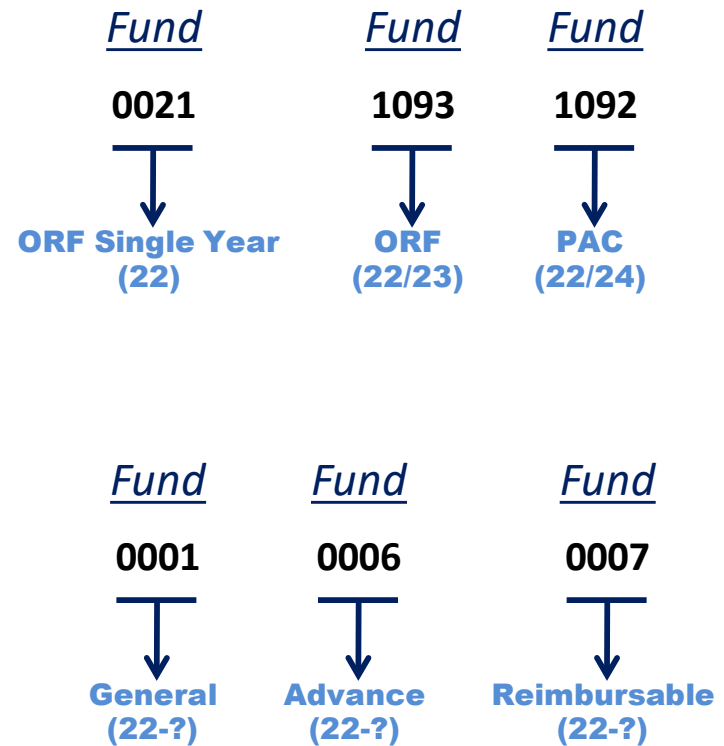
- Only good for that time frame
      - 1 Year

- Multi-Year

- Above and Beyond Single Year
      - Operations, Research and Facilities (ORF) = 2 years
      - Procurement Acquisitions and Contracts (PAC) = 3 years

- No Year

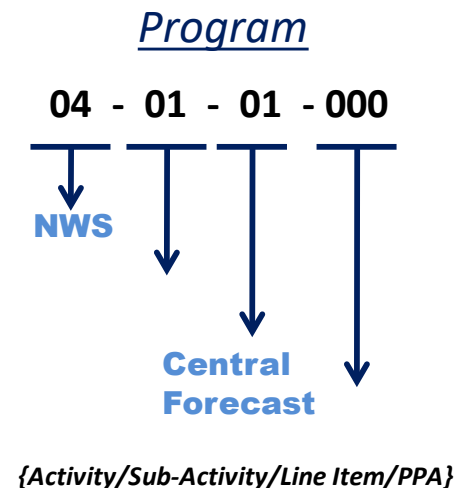
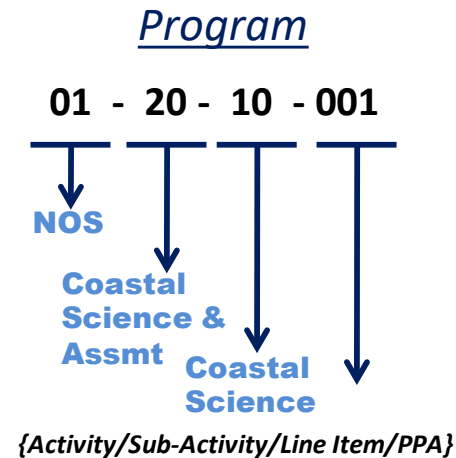
- Good until the money is used up



# ACCS Broken out – Program Code



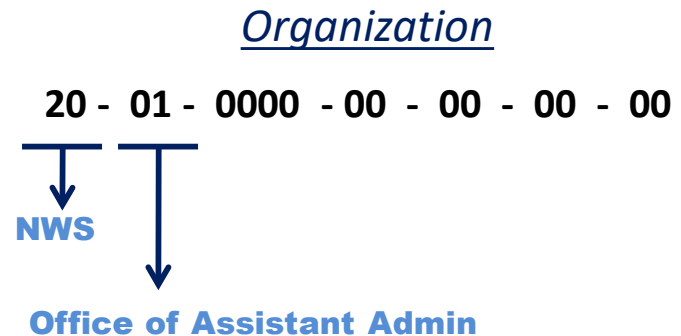
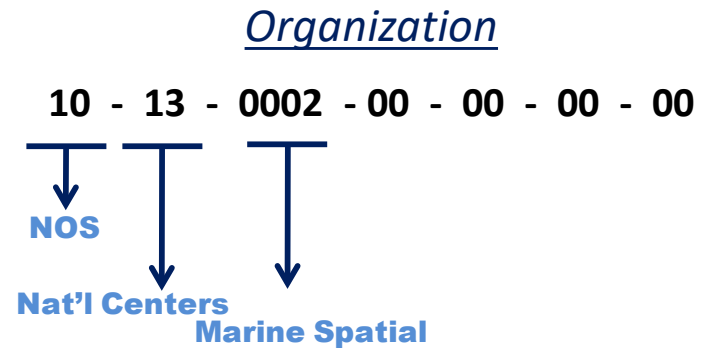
- Four positions
- Three of Four positions part of the appropriations
  - Activity
  - Sub-activity
  - Line Item
- Position 4 is Bureau unique
  - Program, Project and Activity (PPA)
- Tied to Fund Code and Project Codes in Budgeting



# ACCS Broken out – Organizational Code



- Ties to the National Finance Center (NFC) Organization Code Structure
- NOAA designated
  - Org1 as Line Office (LO)
  - Org 2 as Financial Management Center (FMC)
- Each position representative to an office, division, branch etc.
  - Any position that doesn't have a number must be zero filled



# Organization Code Structure

## Level 1 -- Line Office



### NOAA (14)

- 01 Office of the Under Secretary
- 05 Office of Administration
- 06 NOAA Finance & Administration
- 08 NOAA Marine & Aviation Operations
- 09 Systems Acquisition Office
- 10 National Ocean Service
- 20 National Weather Service
- 30 National Marine Fisheries Service
- 40 National Environmental Satellite,  
Data & Information Service
- 50 Office of Oceanic & Atmospheric Research

### BIS (13)

- 40 Office of the Under Secretary
- 41 Director of Administration
- 42 Export Administration
- 43 Office of Assistant Secretary for  
Export Enforcement
- 44 Office of Assistant Secretary for  
Export Administration

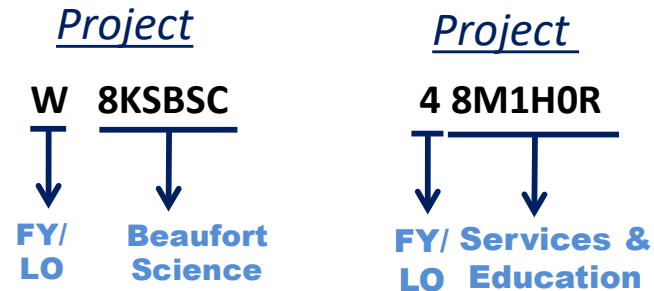
### EDA (20)

- 01 Philadelphia
- 04 Atlanta
- 05 Denver
- 06 Chicago
- 07 Seattle
- 08 Austin
- 99 HQs

# ACCS Broken out – Project Code



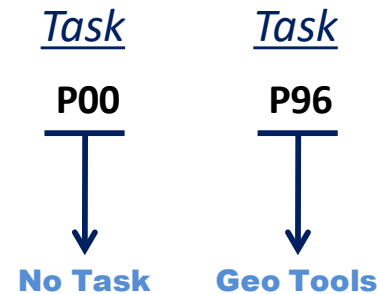
- Seven positions
  - First position
    - Tells you at a glance
      - Multi-year (Alpha Character)
      - No-Year (Number)
  - Other positions are based upon finding type
    - <https://www.corporateservices.noaa.gov/finance/projtaskdownld.html>
- Most Reports only go to this level



# ACCS Broken out – Task Code



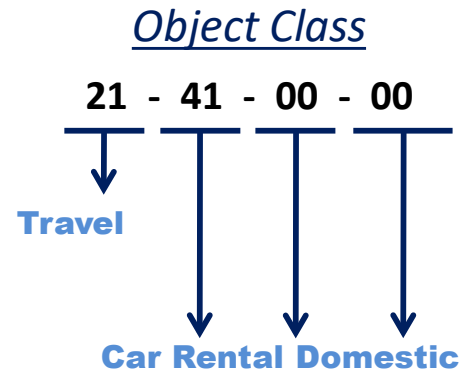
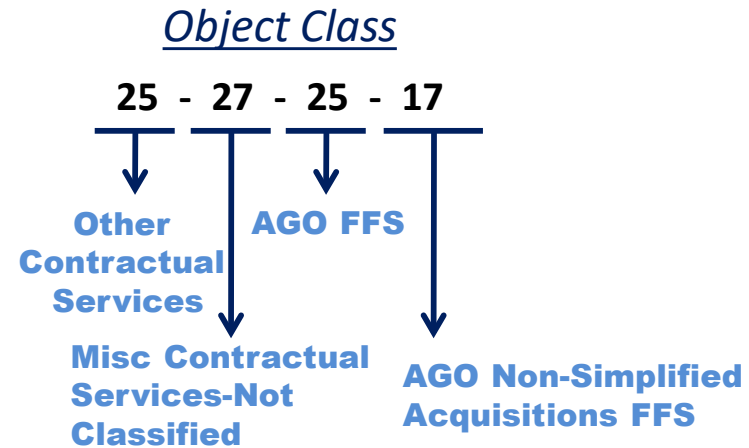
- Three digit code
  - Combo of:
    - Numbers
    - Alpha
    - Alpha Numeric
- Tied to the Project Code
  - Can have many tasks to project code
- Used by Budget people in the LO/FMC to keep track of money
- Default one is usually P00



# ACCS Broken out – Object Class Code



- Four positions
  - All four positions can be filled in
  - Just two positions can be filled in
- Representative by code on what's being purchased
- Can look up codes:
  - Discoverer Reference Workbook
  - <https://www.corporateservices.noaa.gov/finance/objectclasses.html>





# ACCS Broken out – User Defined Code

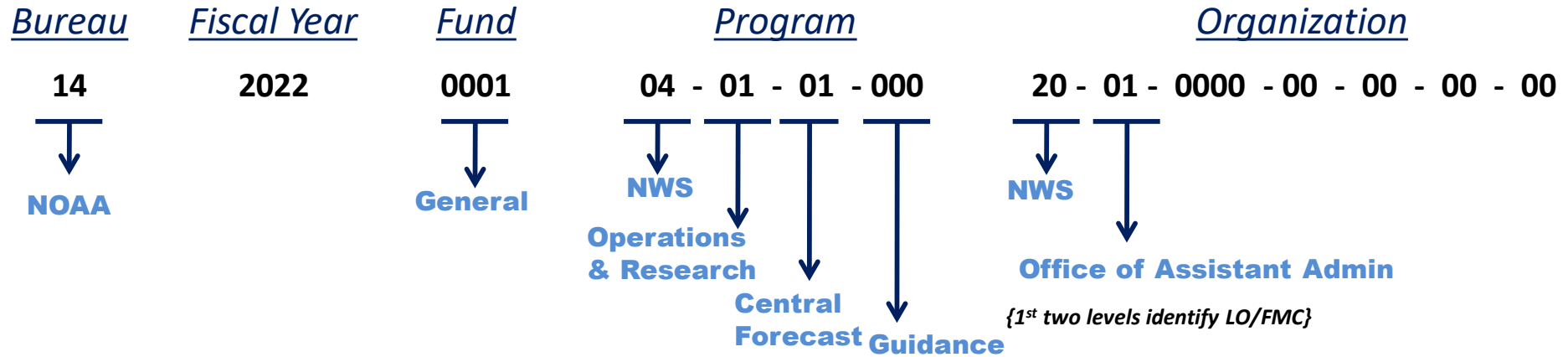


- For NOAA
  - This will always be zeroes

User Defined

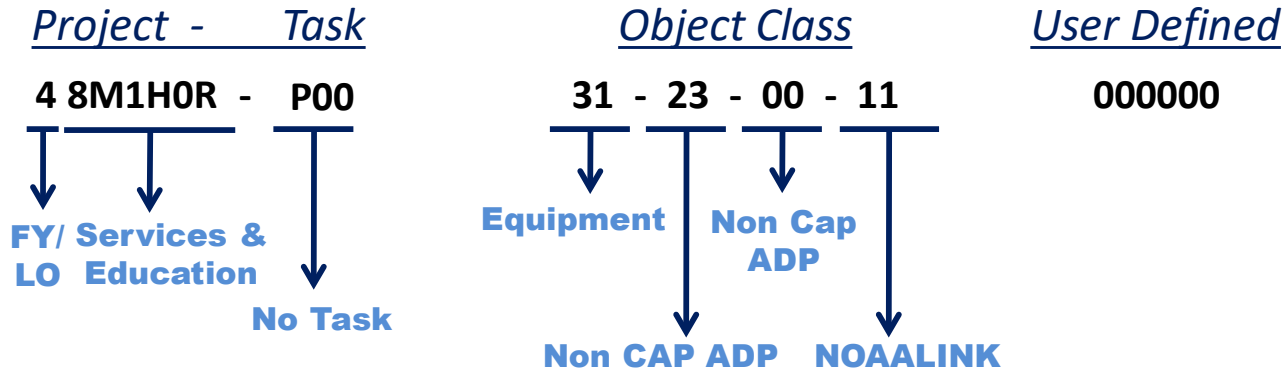
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# CBS Accounting Classification Code Structure (ACCS)



{1<sup>st</sup> two levels identify LO/FMC}

{Activity/Sub-Activity/Line Item/PPA}



{Identifies line, program or staff office for No-Year funds Or Fiscal Year for Multi-Year funds}

# NOAA Client Services Help Desk



- **Functional/Technical Support for CBS Applications**
  - Budget Operating Plans (BOP)
  - Reimbursable Agreements
  - Summary Level Transfers (SLTs) & Document Level Adjustments (DLAs)
  - Data Warehouse/Discoverer
  - E2 Travel
  - C.Request/C.Award (C.Suite)
- **User Account requests**
- **FSD/CBS Web Site**
  - Email: [ClientServices@noaa.gov](mailto:ClientServices@noaa.gov)
  - Website:  
[http://www.corporateservices.noaa.gov/Finance/FOFSD\\_Home.html](http://www.corporateservices.noaa.gov/Finance/FOFSD_Home.html)



# Questions & Discussion