The Department is expanding its efforts to reduce improper financial transactions with a focus on Journal Entries and Summary Level Transfers.

There is a requirement to review these transactions based on a dollar threshold at the document level.

This enhancement only addresses SLT’s. There are no changes to the existing processes for both manual and automated General Journal (GJ’s).
SLT Enhancement

Summary of Changes

- There will be a new systemic review and approval process within the CFS SLT Module for transactions exceeding a $500K threshold.

- The new systemic approval process will flag SLT transactions exceeding the $500K dollar threshold and will require an explicit override process to continue the processing of those transactions.

- When the threshold is met or exceeded, NOAA BEX will be entering a Certifier Approval or Disapproval directly into the SLT Module.
SLT Enhancement

Implementation Plan

- CFS Implementation Date – Monday, June 17, 2013

- NOAA’s current SLT Business Rules and the Addendum to the SLT Business Rules will remain in effect.

- Signed Approval Forms will continue to be required along with all supporting documentation.
  - There is still no validation within the CFS when crossing P4.

- NOAA BEX will continue to sign the SLT Approval Forms.

- All SLT’s will continue to be submitted through the SLT Notifications e-mail process.
SLT Enhancement

System Changes

- New STDG001 – Certification Maintenance Screen.
  - Contains two tabs: one to maintain the certifiers for each bureau and one to maintain the manual and interface threshold amounts for each bureau.
  - Maintained by NOAA Finance Financial Reporting Division (FRD).

- Updated STDG005/006 Summary Screens
  - New Field for Originate Date
  - New Field for Submitter Name
  - New Certification Status Checkbox
  - New Certification Date and Certifier Fields

- Updated STDG005/006 Transaction Screen
  - New Field for Originate Date
  - New Field for Submitter Name
  - New Field for Certification Status, Date, and Certifier
SLT Enhancement

Updated STDG005 Summary Screen
SLT Enhancement

Updated STDG005 Transaction Screen
SLT Enhancement

System Changes (Continued)

- Updated STDG015/016 Transfer Approval Screens
  - New Field for Originate Date
  - New Field for Submitter Name
  - New Certification Status Checkbox
  - New Fields for Certification Date and Certifier
  - Renamed Rejection Note Button to Disapproval Note

- Updated STDG015/016 Approval Transaction Screens
  - New Field for Originate Date
  - New Field for Submitter Name
  - New Certification Status, Date, and Certifier Name Fields
  - New Show Certifier List Button
  - New Certify Button
  - New Certifier Disapprove Button
  - Renamed Disapprove Button to Approver Disapprove
SLT Enhancement

Updated SDTG015 Summary Screen
SLT Enhancement

Updated STDG015 Transaction Screen
SLT Enhancement

System Changes (Continued)

- Updated STDG102 – SLT Certification Form
  - New CFS Entry Label to CAMS Entry Line
  - New Certifying Official Approval Line

- Updated STDG – SLT History Report By Batch No.
  - Includes Approved and Disapproved Transactions

- Updated STGD101 SLT Report for Disapproved Transactions
  - Includes Transactions Disapproved at the Certification Level

- Updated STDG103 SLT Disapproval Form
  - Includes Transactions Disapproved at the Certification Level

- New STDG113a – Transactions Subject To Threshold Criteria Report

- New STDG113b – Manually Entered Transactions Report
SLT Enhancement

Updated STDG102 – SLT Certification Form

01-JUN-2012 07:35 AM

Summary Level Transfer Certification Form

STDG102

Reason for the Transfer:
SLTTESTJLC2

Contact Person and Phone Number: AMATO WIERDA, CARMELA C.: (W): 301-975-2607 202-1234567

Transaction Summary:
Batch No/Mod No: 1914 - 0
Total Amount: $1,236.00

Certification:
Anyone who knowingly and willfully falsifies, conceals or covers up a material fact, makes fraudulent statements or representations, or makes or uses any false writing or document knowing that same to contain any false, fictitious, or fraudulent statement or entry shall be fined not more than $10,000 or imprisoned not more than 5 years, or both.

I (we) have read and understand the above false certification warning and certify that the adjustments requested are proper and that the explanations given are complete and accurate. Signature of requesting/receiving division representatives must be included on the listing.

Signature of Requesting Organization: ____________________________ Title: ____________________________ Date: ____________________________

Signature of Receiving Organization: ____________________________ Title: ____________________________ Date: ____________________________

Certifying Officer: ___ Approved ___ Disapproved Date: ______________ Signature: ____________________________

CFS Entry: ___ Approved ___ Disapproved Date: ______________ Signature: ____________________________
### SLT Enhancement

**Updated STDG105 – SLT History Report by Batch No.**

08-NOV-2012 07:50 AM

**Summary Level Transfer History Report By Batch Number**

for General Ledger Periods: 31-Oct-03 through 31-Oct-03

---

**Transaction Summary:**
- **Batch/Mod No:** 1 - 0
- **GL End Date:** 31-Oct-03
- **Total Amount:** $100.00
- **Total Units:** 0.00

---

**Reason for the transfer:** IW

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<th>Project/Task</th>
<th>Fund</th>
<th>Program</th>
<th>Organization</th>
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**Notes:**
- **Approver:**
- **Certifier:**
- **Status:**
- **Disapproval Note:**

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STDG105
SLT Enhancement

**STDG113a – Transactions Subject to Threshold Criteria Report**

29-MAY-2013 09:48 AM

Summary Level Transfer Report
Transactions Subject to Threshold Report

Transaction Summary: Batch/Mod No: 36222 - 0  Total Amount: $500,000.00

Originator Name: MCCOY, NICOLE
Submitter Name: BROWN, ANNETTE D
Approver Name: 
Certifier Name: 

Status: Submitted But Not Yet Approved

Reason for the transfer:
SLT Enhancement Testing Performance Measure #2 - Approve SLT subject to override. [Certifier Approval Required/Obtained.] Testing to see if Threshold is at the Control Total Amount or Line Item amount.

Contact Person and Phone Number: Nicole McCoy

Transaction Detail:

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<tr>
<th>FCFY</th>
<th>Bureau Code</th>
<th>Project/Task</th>
<th>Fund</th>
<th>Program</th>
<th>Organization</th>
<th>Object Class</th>
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Total: 0.00  $500,000.00

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Total: 0.00  $500,000.00
### SLT Enhancement

**STDG113b – Manually Entered Transactions Report**

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<td>Reason for the transfer:</td>
<td>Testing Requirement #37</td>
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<td>Contact Person and Phone Number:</td>
<td>Annette Brown 301-444-2833</td>
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#### Transfer To:

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Total: 0.00 $50,000.00
Two New User Roles will be created.
  ◦ SLT_Certifier [NOAA BEX Only]
  ◦ SLT_Maintenance_Oper [FRD Only]

SLT Advisory Distributed to Users
  ◦ Thursday, June 13, 2013

SLT Enhancement Promoted into Production
  ◦ Weekend of June 15th

Monday, June 17, 2013 Submission of SLT’s will be on Hold Pending Notification from Client Services
  ◦ Setup Thresholds
  ◦ Activate Roles for NOAA BEX and FRD

Full System Certification/Business Process Implementation
  ◦ June 17, 2013