Data Warehouse & Quick Reports Training

FY 2021 – January
V 1.1

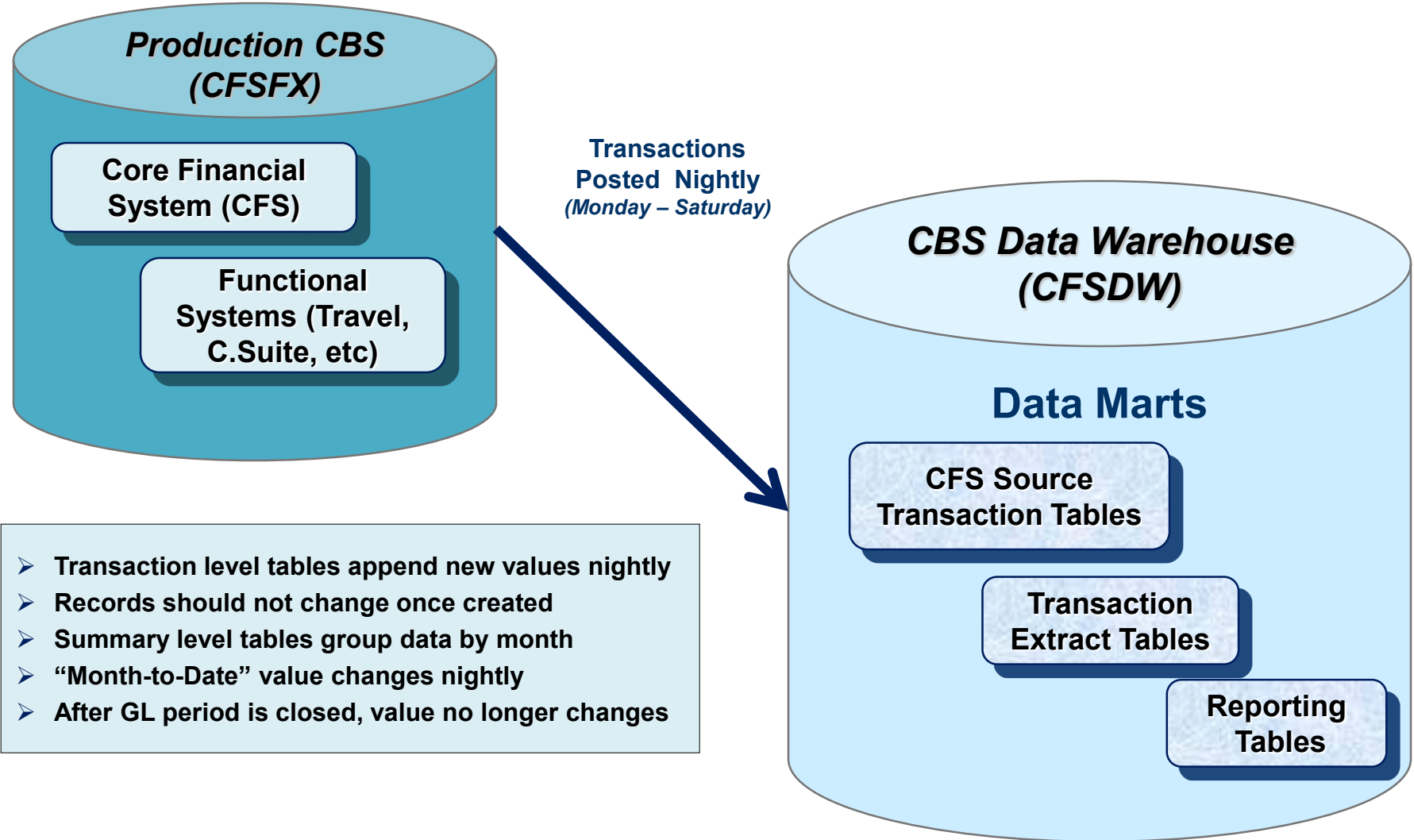# Systems within Commerce Business Systems (CBS)
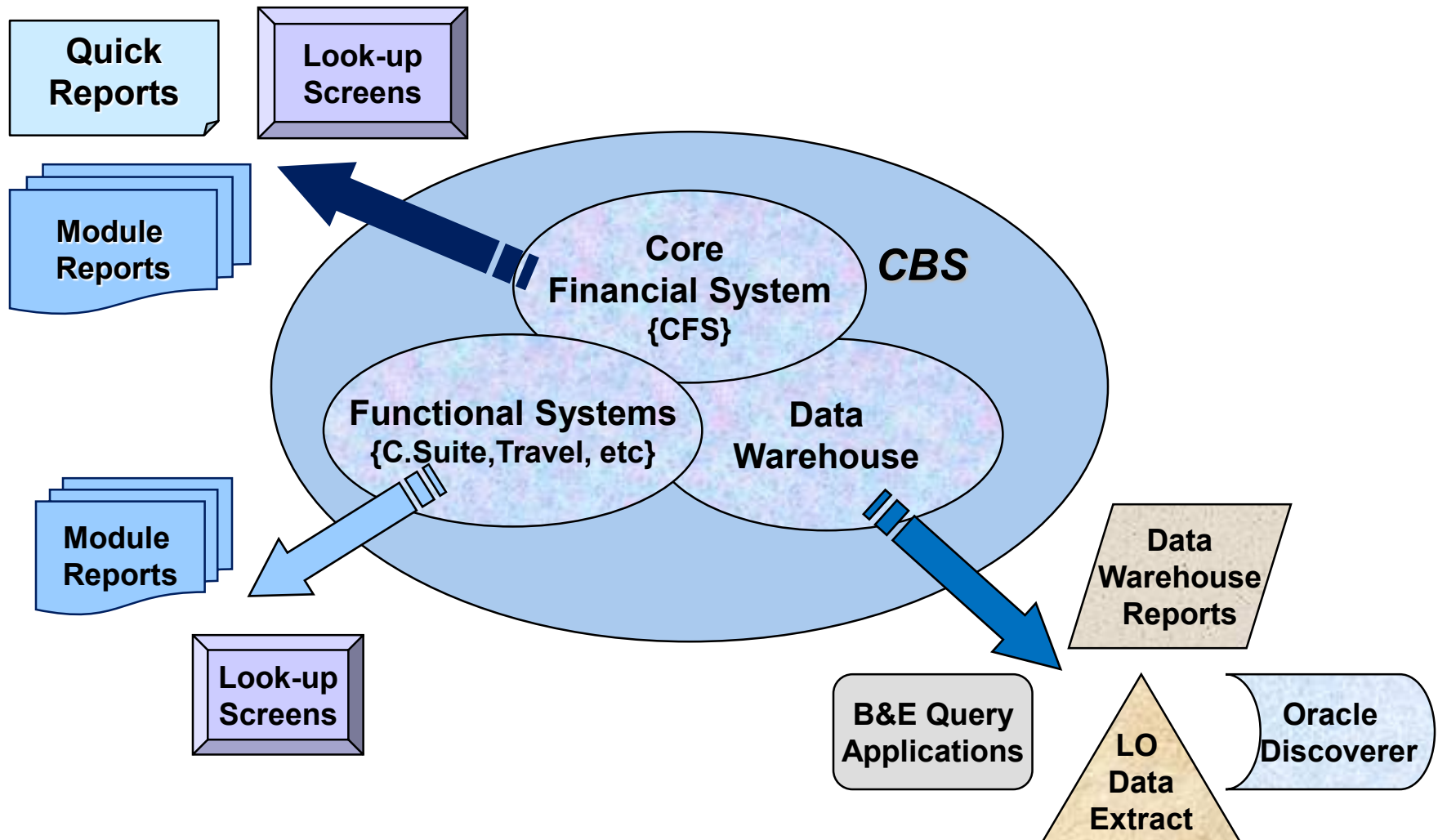
What is Data Warehouse?

- 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

Production CBS (CFSFX)

- Core Financial System (CFS)
- Functional Systems (Travel, C.Suite, etc)

Transactions Posted Nightly
(Monday – Saturday)

CBS Data Warehouse (CFSDW)

Data Marts

- CFS Source Transaction Tables
- Transaction Extract Tables
- Reporting Tables

- ➢ **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**
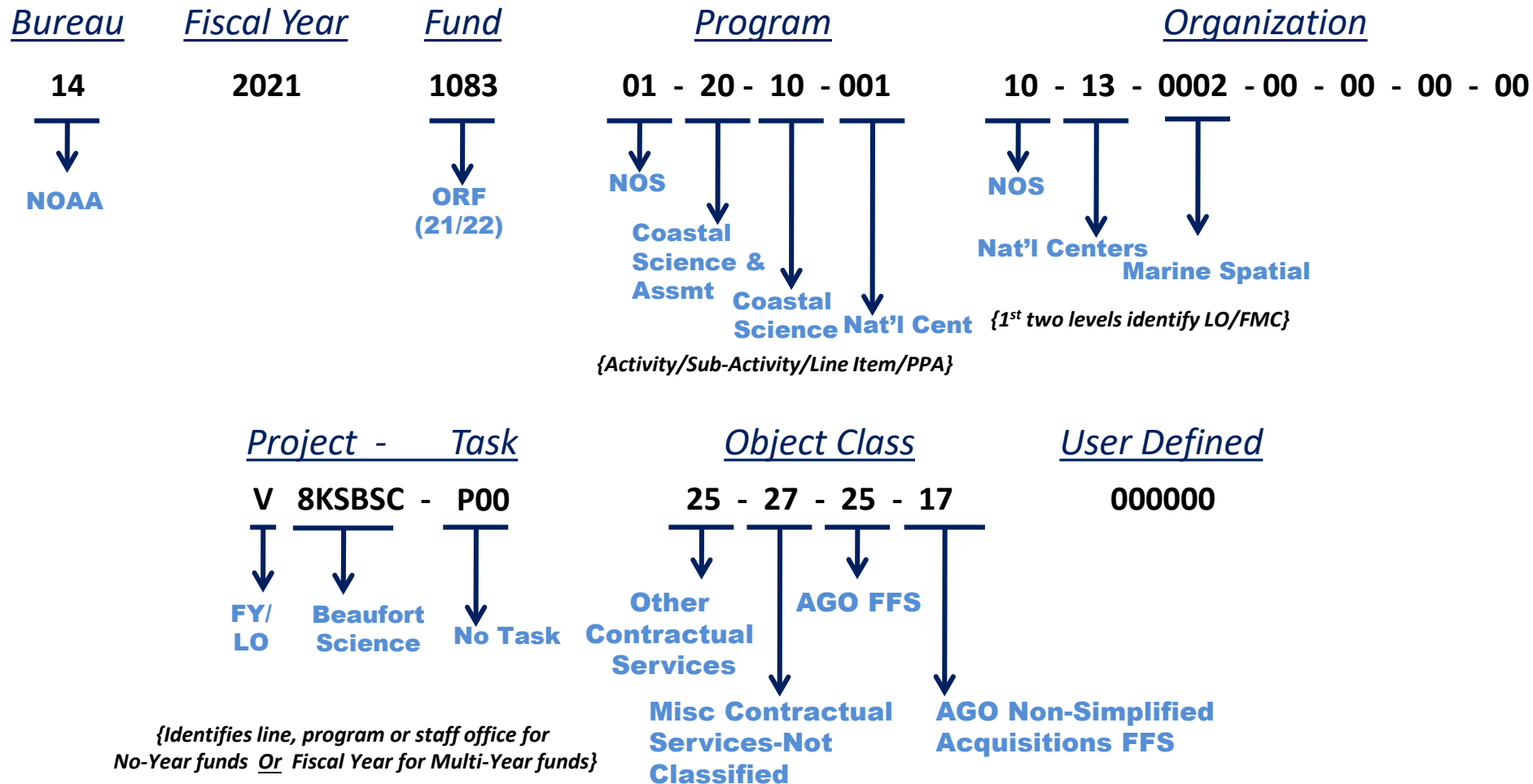- ➢ **After GL period is closed, value no longer changes**

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)

Bureau

14

↓

NOAA

Fiscal Year

2021

Fund

1083

↓

ORF
(21/22)

Program

01 - 20 - 10 - 001

↓ NOS

↓ Coastal Science & Assmt

↓ Coastal Science

↓ Nat'l Cent

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

Organization

10 - 13 - 0002 - 00 - 00 - 00 - 00

↓ NOS

↓ Nat'l Centers

↓ Marine Spatial

{1st two levels identify LO/FMC}

Project - Task

V 8KSBSC - P00

↓ FY/LO

↓ Beaufort Science

↓ No Task

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

Object Class

25 - 27 - 25 - 17

↓ Other Contractual Services

↓ Misc Contractual Services-Not Classified

↓ AGO FFS

↓ AGO Non-Simplified Acquisitions FFS

User Defined

000000

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	*Bureau*	*Bureau*
14	**13**	**20**
↓	↓	↓
NOAA	BIS	EDA

ACCS Broken out – Fiscal Year

- The year of the actual intent to purchase.
  - Date here must fall within the appropriation timelines
    - i.e. FY2021 Appropriation Dates (01-Oct-2020 through 30-Sep-2021)

Fiscal Year	_Fiscal Year_
2021	**2020**

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
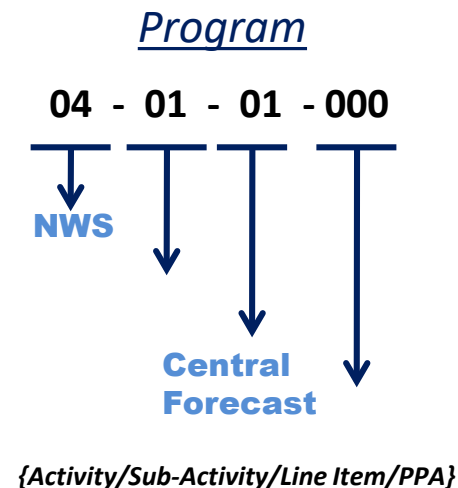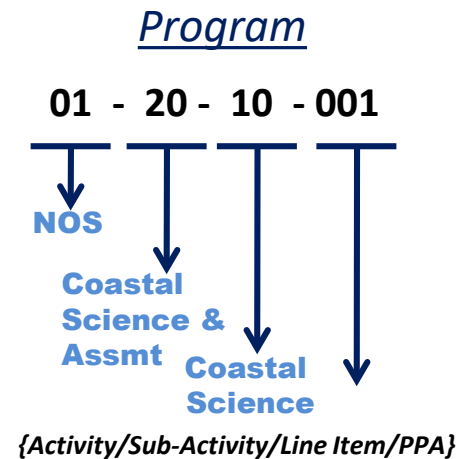   - Procurement Acquisitions and Contracts (PAC) = 3 years
  - ### No Year
    - Good until the money is used up

Fund

0021

↓

ORF Single Year
(21)

Fund

1083

↓

ORF
(21/22)

Fund

1082

↓

PAC
(21/23)

Fund

0001

↓

General
(21-?)

Fund

0006

↓

Advance
(21-?)

Fund

0007

↓

Reimbursable
(21-?)
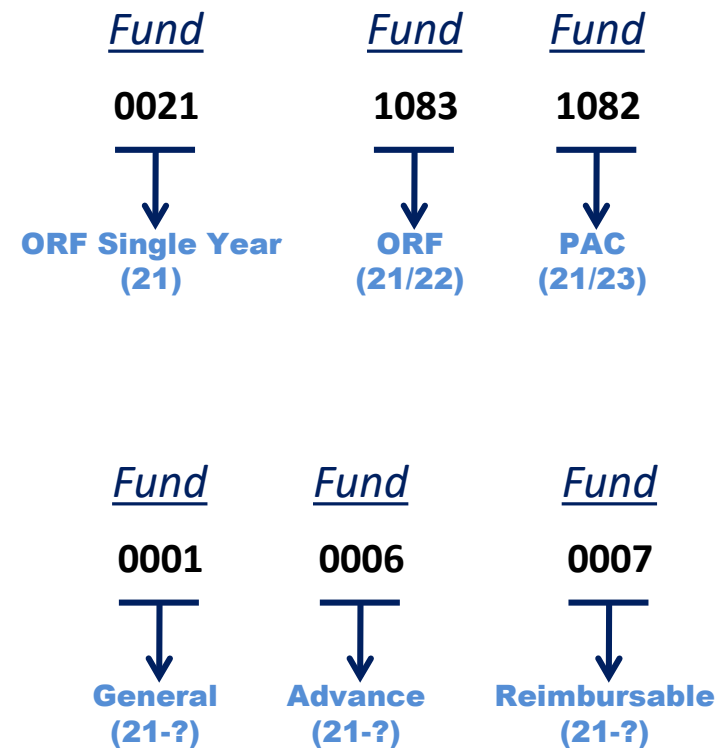
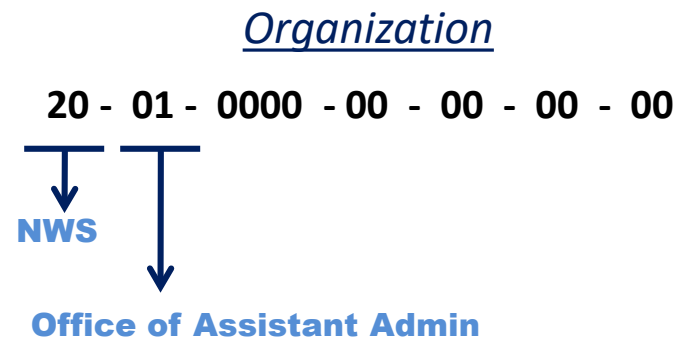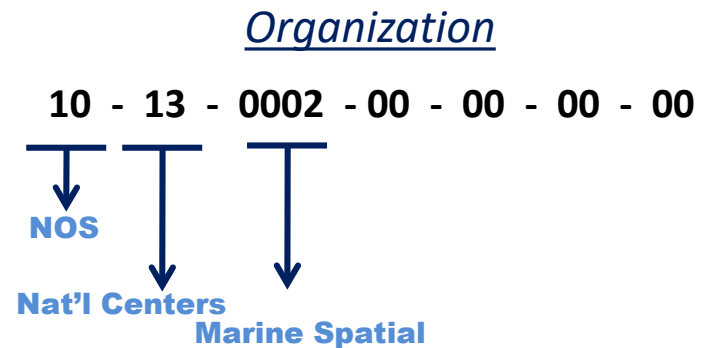# ACCS Broken out – Program Code

- 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

Program

01 - 20 - 10 - 001

NOS

Coastal Science & Assmt

Coastal Science

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

Program

04 - 01 - 01 - 000

NWS

Central Forecast

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

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

10 - 13 - 0002 - 00 - 00 - 00 - 00

NOS

Nat'l Centers

Marine Spatial

Organization

20 - 01 - 0000 - 00 - 00 - 00 - 00

NWS

Office of Assistant Admin

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	07	Seattle
05	Denver	08	Austin
06	Chicago	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/projtaskdwnld.html
- Most Reports only go to this level

Project
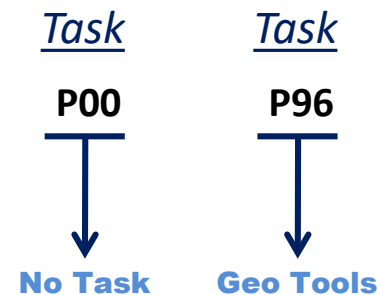
V   8KSBSC

↓   ↓

**FY/   Beaufort
LO   Science**

Project

4 8M1H0R

↓   ↓

**FY/ Services &
LO   Education**
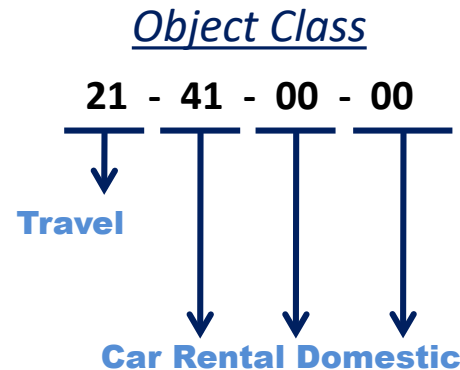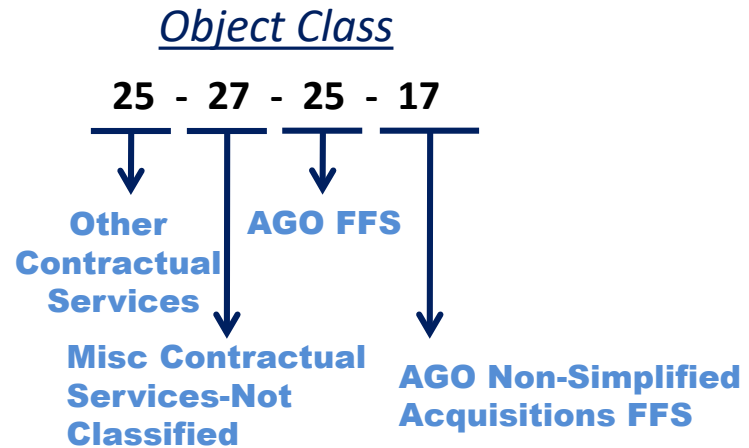
ACCS Broken out – Task Code

- 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

Task   *Task*

P00   **P96**

↓   ↓

No Task   **Geo Tools**

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

Object Class

25 - 27 - 25 - 17

Other Contractual Services

AGO FFS

Misc Contractual Services-Not Classified

AGO Non-Simplified Acquisitions FFS

Object Class

21 - 41 - 00 - 00

Travel

Car Rental Domestic

ACCS Broken out – User Defined Code

- For NOAA
  - This will always be zeroes

User Defined

000000

CBS Accounting Classification Code Structure (ACCS)

Bureau

14

→ NOAA

Fiscal Year

2021

Fund

0001

→ General

Program

04 - 01 - 01 - 000

→ NWS

→ Operations & Research

→ Central Forecast

→ Guidance

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

Organization

20 - 01 - 0000 - 00 - 00 - 00 - 00

→ NWS

→ Office of Assistant Admin

{1st two levels identify LO/FMC}

Project - Task

4 8M1H0R - P00

→ FY/ LO

→ Services & Education

→ No Task

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

Object Class

31 - 23 - 00 - 11

→ Equipment

→ Non CAP ADP

→ Non Cap ADP

→ NOAALINK

User Defined

000000

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**
  - **Website: http://www.corporateservices.noaa.gov/Finance/FOFSD_Home.html**

Questions & Discussion