Forest Service
Incident Business Solutions Team

2006 High Level Summary Incident Business Process Design– March 6, 2006

Overview:

- **The Fiscal Incident Business Branch began migration** to the ASC in February 2006; EERA and Casual payments will remain at the IPC in Ogden, Utah through the 2006 incident season.

- **Centralized Business Operations relies upon** data from a variety of manual and electronic sources.

- **The Incident Business Solutions Project** has designed a business process that utilizes a number of automated systems in order to reduce duplication and data entry errors, and improve the timing and accuracy of incident accruals and payments.

Long Term Vision:

- **Align People, Processes, and Technology** by improving the management of information from end-to-end.

- **Improve internal controls and audit performance** by improving acquisition processes, providing appropriate documentation for costs, and eliminating processing errors such as duplicate payments**.**

- **Create an infrastructure to provide ongoing analysis, cost reviews, and process improvements.**

- **Enable Business Operations to successfully support F&AM** utilizing core financial data.

- **Reduce costs** by utilizing fewer people to enter data and process accrual and payment data.

- **Utilize proven, existing technology** to build an infrastructure that *enables* data exchange between disparate Fire & Aviation, Acquisition Management and Financial Management aplications.

Example: The EERA acquisition process in its current state requires the same data to be <u>manually re-entered four times</u>.
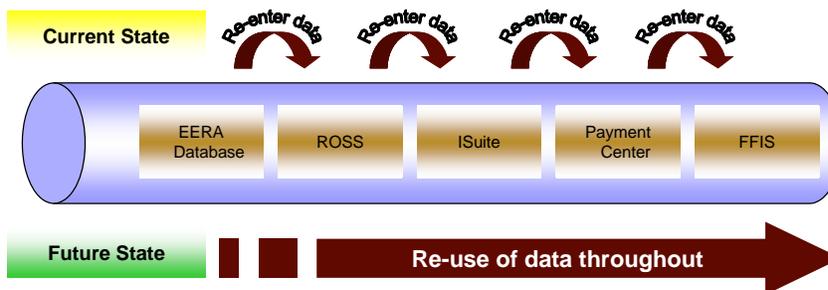
- **By 2007:**
    - **EERA and Aviation Contract** data will be entered and managed in the **EaTIS** application.
    - **Data from EaTIS will populate ABS and the ROSS** contracts and agreements module.
    - **The I-Suite database** can be populated with incident resource information from ROSS.
    - **I-Suite exports** will provide accrual and EERA payment data directly to the ASC-Incident Payment Center; and Casual (AD) payment data to DOI-National Business Center Casual Pay System.
    - **ASC- Incident Payment Center workflow** will be automated.
    - **Financial data** electronically transferred to **FFIS.**

Short Term – 2006 Incident Season

- **Selected areas (Regions 1, 5, 6) will pilot the EaTIS application** for "proof of concept" in 2006 to ensure the systems is thoroughly tested and ready for a 2007 National rollout.

- **Pre-season EERA data** will be manually entered into ROSS in the pilot Regions (at a minimum)**.**

- **I-Suite** users may import resource data from ROSS.

- **I-Suite users** can electronically transmit **accruals**, **Casual (AD) and EERA** payment data to the I-Suite data repository**.**

- **FS-6500-122 (aircraft use) data** will be electronically transmitted to the ASC-Incident Payment Center.

- **The ASC-Incident Payment Center** workflow will be automated with manual entry in FFIS.