

## FY 2005 CFO “Get Well” Plan

**Purpose:** To provide a road ahead for gaining a clean opinion on the Corps Civil Works FY06 Balance Sheet. The plan pertains to all Major Subordinate Commands, (MSC) with the exception of the Gulf Region Division, and also includes the Engineer Research and Development Center (ERDC) and Humphrey Engineering Center and Support Activity (HECSA).

### **The Plan:**

1. Each MSC/Center must designate a regional lead for CFO compliance. Regional leaders must possess a good working knowledge of the CFO corrective actions and USACE business processes. Each regional leader must be identified to CERM-F by **15 April 2005**.
2. Identified regional team leaders will attend a three-day training/workshop provided by HQUSACE and DODIG staff. This training/workshop is necessary to ensure all team leaders have a complete understanding of all CFO corrective actions. In addition, any local unique issues will be discussed in a group forum with DODIG team leaders to ensure corrective actions are implemented consistently throughout USACE. **Timeframe for the training is late April or early May.**
3. Each MSC/Center must form a Project Delivery Team (PDT) consisting of CFO experts within Civil Works, Real Estate, Logistics, Resource Management and Internal Review. Each team is chartered to assess each district's progress and status in completing CFO corrective actions and providing assistance to lagging districts. All current CFO reporting requirements will remain in place and become the responsibility of the regional leader. The suspense date for completion of all CFO corrective actions is **31 July 2005**.
4. Once all CFO corrective actions are completed, each regional PDT must validate completion of CFO corrective actions for all districts to ensure readiness for audit. The suspense date for completion of all validation work is **31 August 2005**.
5. After all districts/centers are validated, each MSC Commander/Director must submit an assertion letter to HQUSACE asserting their readiness for audit. These assertion letters are critical and both MSC and District Commanders will be held accountable as to their accuracy. Each MSC Commander should have an assertion letter from each District Commander (format attached). Suspense date for MSC assertions is **30 September 2005**.
6. As assertion letters are received from each MSC/Center, a HQUSACE led validation team will visit randomly selected Districts to validate the assertion. Validation teams will include both USAAA and DODIG auditors. In addition to site visits, the HQUSACE validation team will also use data calls and other methods of analysis to validate assertions across the regions.