



Navy Cash Training

Disbursing Unit 5: EOD and Reporting

Objectives

- Demonstrate the following Scheduled procedures:
 - End of Day (EOD)
 - End of Month (EOM)
- Discuss the various Navy Cash Reports

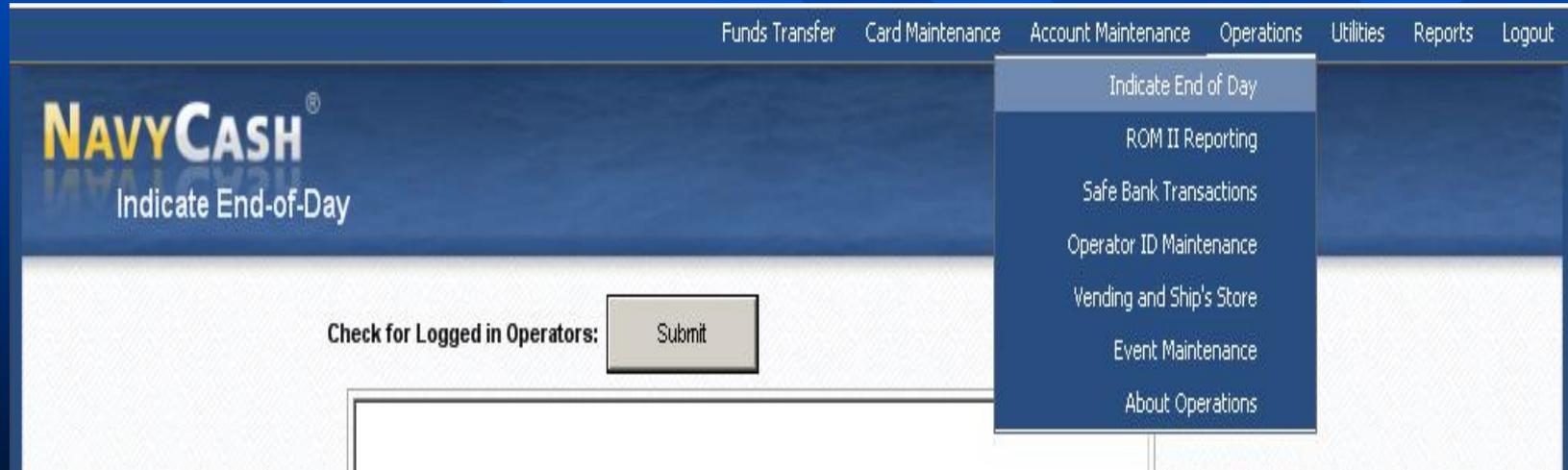
Scheduled EOD

End of Day

- Indicate End-of-Day (IEOD) This function:
 - Ends the reporting period, starts automatic system backups, and makes files to transmit to the ashore server
 - Begins recording subsequent transactions for the next period
 - Generates daily activity shipboard reports
 - Completed when all associated shore server reports and files are received onboard
- Three methods:
 - Manual EOD
 - Automatic EOD [required method]
 - Automatic Interim Round Trips [no shore reports]

End of Day Procedures

- DISBO must coordinate when to *Initiate EOD* with ship's *Merchants* & consider when to closeout the *Daily Cash Transaction Ledger(s)*
- EOD can be done more than once a day
- Begin process by clicking *Indicate End of Day*



The screenshot displays the NAVY CASH web application interface. At the top, a navigation menu includes 'Funds Transfer', 'Card Maintenance', 'Account Maintenance', 'Operations', 'Utilities', 'Reports', and 'Logout'. The 'Operations' menu is expanded, showing a list of options: 'Indicate End of Day', 'ROM II Reporting', 'Safe Bank Transactions', 'Operator ID Maintenance', 'Vending and Ship's Store', 'Event Maintenance', and 'About Operations'. The 'Indicate End of Day' option is highlighted. Below the navigation, the main content area features the 'NAVY CASH' logo and the text 'Indicate End-of-Day'. A form section contains the text 'Check for Logged in Operators:' followed by a 'Submit' button.

End of Day Procedures (cont)

NAVY CASH®
Indicate End-of-Day

Funds Transfer Card Maintenance Account Maintenance Operations Utilities Reports Logout

Check for Logged in Operators:

Run Date/Time: 01/06/2011 13:01:52

Disbursing Accountability Summary Report
Location: V21624

Report Parameters:
Start Date: 04/16/2010 13:42:33
End Date: 01/06/2011 13:01:56

Merchant Information:
Merchant Name: NAVY DISBURSING
Merchant ID: 800000477522

Transaction Type	Check	Cash
Starting Balance	440.00	-509.00

End of Day Values
Last End Date Time: 04/16/2010 13:42:33 Check Balance: 440.00
Cash Balance: 509.00

Indicate End of Month. Month: 01 Year: 2011

Auto EOD Settings
 Automatic EOD On Time(24hrs): 21 00

Disbursing Application Version: 1.7.23143 | Application Release: 1.4.7.0 (ncp) 1/6/2011 1:02:03 PM

- Click upper [*Submit*] next to “*Check for Logged in Operators*”
- A message is displayed informing which operators are logged on

NavyCash Disbursing Application

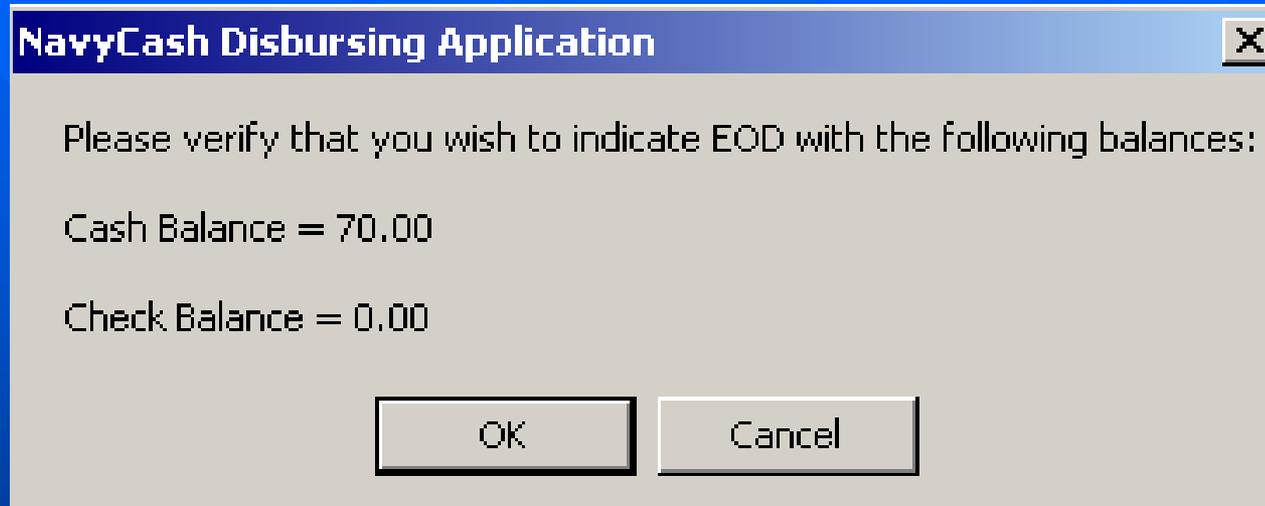
? 3 operators remain logged on.

Sales activity from any retail outlet that occurs after EOD is indicated will appear on reports from the next batch.

Do you wish to continue?

- Ships store and Post Office should be closed and balanced prior to EOD, so that reports are reconciled to ROM II and the Postal system.

End of Day Procedures (cont)



- You are prompted for verification of EOD with total amounts, so you can back out if necessary.
- The total should match the closed-out total of the month's *Navy Cash Transaction Ledgers*.

End of Day Procedures (cont)

- If needed, make adjustments to the *cash* balance via the *Safe Bank Transactions* function
 - The *Safe Bank* screen allows you to increase (*Deposit to Safe*) or decrease (*Deposit to Bank*) the balance amount
- After completing adjustments, return to IEOD screen and click [*OK*] then click the lower [*Submit*] to launch the EOD process
- An EOD completion message will display. A successful EOD is after shore reports are received from the shore server and reviewed
 - Access these shore reports from the *Shore Reports* folder on your desktop

“Automatic” EOD

This function is mandatory for daily use as of 2nd QTR 2012

- If the server or a laptop is outside of Disbursing, EOD can be run “remotely”
 - Designated personnel double-click the *IEOD.exe* icon located on desktop to start the process
- This is now required everyday.
 - *Auto EOD Settings* are at the bottom of the *IEOD* screen



Automated Interim Round Trips

- Automatic Interim Round Trip was established to reduce the size of the EOD file forwarded to CSU.
- Automatically transfers and receives account information to/from shore server several times a day (if COMMs are functioning)
- Does not generate or receive Shore Reports
- Supports receipt of SPO data before payday
- Default transmission frequency is every 6 hours
 - CSU can adjust frequency, if requested

End of Day Report

- EOD Report tracks the status of manual *IEOD* and *Automated Interim Round-Trip* requests (batches)
 - Report can be generated on the ship as needed
 - A column identifies the batch type
 - Additional *IEODs* can queue 'pending' until the respective shore reports are received
 - Only one *Automated Interim Round Trip* can be in the queue as 'pending' (performing a manual EOD will remove the 'pending' automated one for that day)

End of Day Report

NAVY CASH®
EOD Report

Funds Transfer Card Maintenance Account Maintenance Operations Utilities Reports Logout

- Disbursing Office Reports
- Sales Reports
- Operations Reports
- Operator Status Report
- EOD Report**
- Unmatched Chip-to-Chip Report
- Fraud Detection Report
- Navy Cardholder Issued Card Report

Date: 04/01/2010 13:42:33 User ID:

Generate Print Save

Run Date/Time: 01/06/2011 12:12:44 GMT

EOD Report
Location: V21624

Report Parameters:
Start Date: 04/01/2010 13:42:33
User ID:

EOD Date	EOM	EOD BATCH	Batch Status	Batch ID	Check Balance	Cash Balance	Operator
04/02/2010 07:33:24	YES		Completed	V21624_1045	440.00	-640.00	DIAZ, CAI
04/05/2010 07:33:28	YES		Completed	V21624_1047	440.00	-640.00	DIAZ, CAI
04/10/2010 06:35:06	YES		Completed	V21624_1053	440.00	-529.00	DIAZ, CAI
04/12/2010 06:29:52	YES		Completed	V21624_1054	440.00	-529.00	DIAZ, CAI
04/14/2010 06:42:52	YES		Completed	V21624_1056	440.00	-529.00	DIAZ, CAI
04/14/2010 11:34:17	YES		Completed	V21624_1057	440.00	-529.00	DIAZ, CAI
04/16/2010 13:42:33	YES		Completed	V21624_1061	440.00	-509.00	DIAZ, CAI

Disbursing Application Version: 1.7.23143 | Application Release : 1.4.7.0 (ncp) 1/6/2011 12:12:32 PM

End of Month Procedures

- Ends all business transactions for that month and begins recording subsequent transactions for the next business day.
- Performed in partnership with the Sales Officer who must close out all vending machines prior to EOM.
- Successful EOM return generates the monthly shore reports.
- Should perform EOM by 2100Z on the 27th, should this fall over holiday or weekend, on the business day prior.
- EOM in Sales office generally begins five days prior to the 27th of the month for vending machines and ship's store.

End of Month Checklist

- Sales Officer: (generally begin *five days* prior to 27th)
 - Perform EOM at vending machines
 - Indicate EOM on *Disbursing App* for Vending and Ship's Store
- Disbursing Officer:
 - Coordinate completion of SF1219 *Statement of Accountability*
 - Coordinate 'EOM' by 2100Z on 27th; or last prior business day
 - Closeout *Daily Transaction Ledger(s)*, match w/ *Detail Report*
 - Match *DASR* and *Daily Statement of Accountability* (DD 2657)
 - Indicate EOM on *Disbursing Application* (IEOD screen)
 - Reset *Disbursing Accountability Summary Report* (DASR) to zero utilizing *Safe Bank Transaction* function

EOM Sequence

- Initiate EOD
- Click on EOM box and select correct month/year (no longer grayed out after Sales EOM completed)
- Click lower [*Submit*]

NAVY CASH®
Indicate End-of-Day

Funds Transfer Card Maintenance Account Maintenance Operations Utilities Reports Logout

Check for Logged in Operators:

Run Date/Time: 01/06/2011 13:01:56 GMT

Disbursing Accountability Summary Report
Location: V21624

Report Parameters:
Start Date: 04/16/2010 13:42:33
End Date: 01/06/2011 13:01:56

Merchant Information:
Merchant Name: NAVY DISBURSING
Merchant ID: 800000477522

Transaction Type	Check	Cash
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End of Day Values
Last End Date Time: 04/16/2010 13:42:33 Check Balance: 440.00

Indicate End of Month. Month: 01 Year: 2011

Auto EOD Settings
 Automatic EOD On Time(24hrs): 21 00

Disbursing Application Version: 1.7.23143 | Application Release : 1.4.7.0 (ncp) 1/6/2011 1:02:03 PM

EOM Sequence (cont)

- You will be prompted for verification of EOM with total amounts; so you can back out if necessary
 - After verification, EOM completion message is displayed
- When EOM returns from shore side, verify the generated shore reports and complete the automated *EOM Spreadsheet*
 - contains shore numbers and SF215 *Deposit Ticket* and SF 5515 *Debit Voucher* numbers
- Provide Sales Officer and Food Service (*LOA Merchants*) EOM shore reports for completion of monthly DD1149 and NS 1359
- Reset *Disbursing Accountability Summary Report (DASR)* to zero with *Safe Bank Transaction* function

Vending and Ship's Store Multiple EOM

- Multiple EOMs may be performed for **Turnover Closeout**
 - Follow normal EOM procedures for Disbursing [Note: mid month EOM will generate shore reports]
 - A close out cannot be done until all vending and ship's store *Merchants* are properly closed out in the Disbursing App
- At 'true' EOM, the EOM numbers will start from the previous month end, not the midmonth closeout, and include the full month's receipts
 - Reports will include numbers for the entire month, but the current Disbursing Officer is only responsible for latter part of the month

Note: Don't hold up the EOM 1219 message/e-mail reports because of Navy Cash. Any differences must be resolved the following month.

Vending and Ship's Store

Multiple EOM (cont)

Previous Month EOM -The Disbursing Officer can do an EOM close out for the previous month by selecting the previous month drop-down box in the “Display Status for Period”.

- This is as long as no other close-out was completed in that month. Once the month changes, multiple EOMs are no longer possible for the previous month.
- If necessary the Navy Cash Call Center can assist the ship in recovering the numbers for previous month

EOM Procedures Worksheet

- *Appendix R* of the SOP provides the Navy Cash *EOM Procedure Worksheet*, a consolidated process for the various steps and phases required by Disbursing, Sales and Food Service
- It also provides instruction for the *Automated EOM Spreadsheet*
- Automates generation of EOM spreadsheet using shore numbers and SF215 deposit ticket and SF 5515 Debit Voucher numbers.

Automated EOM Spreadsheet

- You must access the Server to retrieve the EOM Excel Spreadsheet and accompanying CSV file
 - Find the files at either *My Computer* Q:\files\navydata\work or
Q:\files\navydata\report\shore\
- Transfer the files to the current month's *Shore Reports* folder

Note: If you experience an 'Access Denied' error at the Server, use the Cluster Administrator to verify that all the Groups and Resources are in control by Node 1

EOM Spreadsheet (Cont)

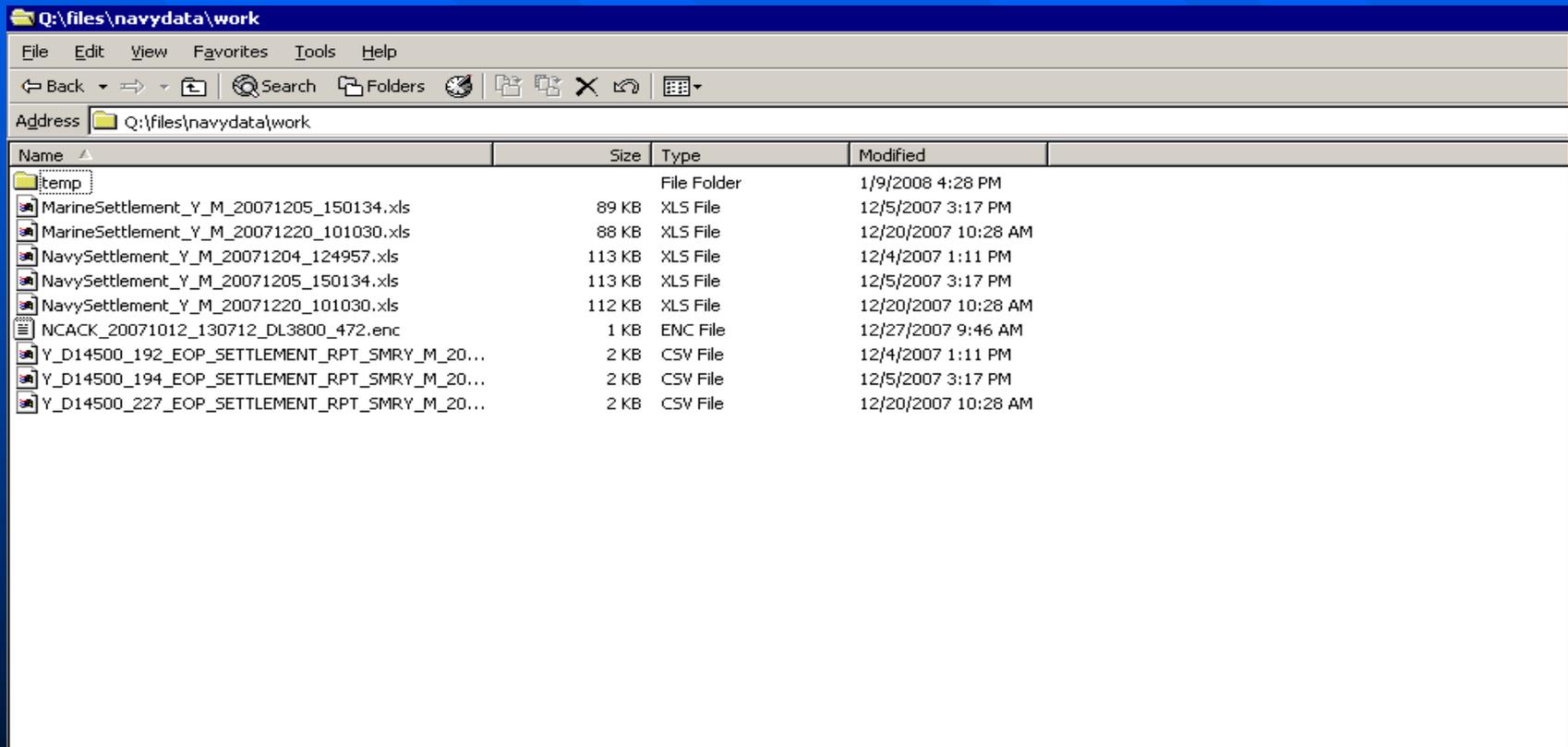
- The file name format is listed below:
 - *NavySettlement_Y_M_(Timestamp).xls*
 - *ShipName_BatchID_YearMonth_EOP_SETTLEMENT_RPT_SMRY_M_(Timestamp).CSV*

For example:

- BAINBRIDGE_V23153_935_200803_EOP_SETTLEMENT_RPT_SMRY_M_20080317_114830.csv

EOM Spreadsheet (Cont)

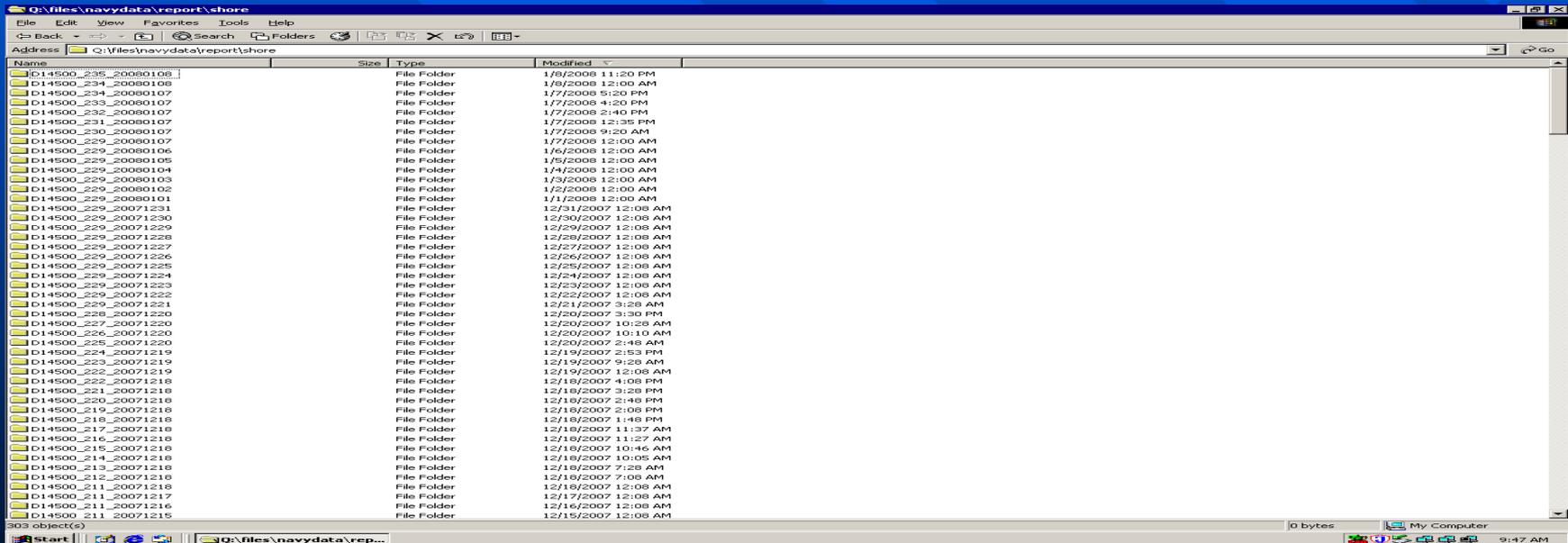
- Server monitor screen shot of My Computer: Q:\files\navydata\work



Name	Size	Type	Modified
temp		File Folder	1/9/2008 4:28 PM
MarineSettlement_Y_M_20071205_150134.xls	89 KB	XLS File	12/5/2007 3:17 PM
MarineSettlement_Y_M_20071220_101030.xls	88 KB	XLS File	12/20/2007 10:28 AM
NavySettlement_Y_M_20071204_124957.xls	113 KB	XLS File	12/4/2007 1:11 PM
NavySettlement_Y_M_20071205_150134.xls	113 KB	XLS File	12/5/2007 3:17 PM
NavySettlement_Y_M_20071220_101030.xls	112 KB	XLS File	12/20/2007 10:28 AM
NCACK_20071012_130712_DL3800_472.enc	1 KB	ENC File	12/27/2007 9:46 AM
Y_D14500_192_EOP_SETTLEMENT_RPT_SMRY_M_20...	2 KB	CSV File	12/4/2007 1:11 PM
Y_D14500_194_EOP_SETTLEMENT_RPT_SMRY_M_20...	2 KB	CSV File	12/5/2007 3:17 PM
Y_D14500_227_EOP_SETTLEMENT_RPT_SMRY_M_20...	2 KB	CSV File	12/20/2007 10:28 AM

EOM Spreadsheet (Cont)

- Use a floppy/disk to copy and transfer the files to the respective month's Q:\files\navydata\report\shore\<batchid> folder
- Server monitor screen shot of *My Computer*:
Q:\files\navydata\report\shore



EOM Spreadsheet (Cont)

- Right click, copy data file and the spreadsheet to a floppy disc and then move it to workstation that has excel.
- **Make sure** that in this folder there is **only one data file** (Only one '.CSV' file)
- Open the spreadsheet
- Fill in the password ('navycash' for Navy)
*Note: May be necessary to enable Macro Processing and set security settings to LOW. Use pull down menus *Tools->Macro->Security**
- Press *Ctrl* + '*F*' keys to automatically populate the Excel spreadsheet with the shore numbers and vouchers data
- Manually enter the ship's numbers and any variances already agreed upon on the shore side of the spreadsheet

EOM Spreadsheet (Cont)

- Save, Name, and Forward the *EOM Spreadsheet* via email to navycashfin@ezpaymt.com. It should contain:
 - Ship totals
 - Shore totals
 - Any variances agreed upon
 - Voucher totals, voucher numbers, and voucher dates
- If not included, the Navy Cash agent will enter any variances already agreed upon into the shore side of the spreadsheet
- Navy Cash agent will send the final version of the *EOM Spreadsheet* to the Navy for approval
- Navy Cash and the Navy will then close EOM

NOTE - The voucher numbers generated by the spreadsheet need to be reflected on the ship's 1219

EOM Spreadsheet (Cont)

- The *EOM Spreadsheet* contains sections for *Strip* (5a) and *Chip* (5b) Disbursing activities
 - If your ship does not have any *Strip* disbursing activity then only the *Chip* disbursing section will be populated when the *Ctrl* + '*F*' function is used
 - If your ship does have *Strip* disbursing activity, two voucher numbers will be submitted on the 1219 (one for *Strip* and one for *Chip*)

EOM Spreadsheet (Cont)

- If you do not receive the *EOM spreadsheet*, here is how you will create the voucher numbers:

The ***Deposit Ticket*** number (SF215) is a 6 digit number (ABCDEF) and is to be created as follows:

A = “2”

B = “1” - Disbursing Chip to Cash

“2” – Disbursing - Concessionaires Reimbursed

“3” – Food Service Sales total

“4” – Food Service Surcharges total

“5” – Sales total

C = “0” (zero)

DEF = Is the *last* 3 digits of the batch_ID for the batch that contained the last of the EOM/P flags

EOM Spreadsheet (Cont)

- The *Debit Voucher* number (SF5515) is a 5 digit number (ABDEF) and is to be created as follows:

A = “2”

B = “6” - Disbursing Cash to *Chip*

“7” - Disbursing Check or Cash to *Strip*

DEF = The *last* 3 digits of the batch_ID for the batch that contained the last of the EOM/P flags

Automated EOM Spreadsheet Alternative

- Ships have reported problems downloading the End Of Month (EOM) spreadsheet files from the Navy Cash server. JPMC Navy Cash Technical Support Team (NCTS) is exploring several remedies.
- In the interim, ships can download the *End Of Period Settlement Summary Report* for the month (EOP_SETTLEMENT_RPT_SMRY_M) from the Navy Cash Disbursing Web Site (www.navycashcenter.com).
 - Use “Reports” tab and “Shore Reports” button
- Together with a blank EOM spreadsheet, which is available from the NAVSUP FLCs, ships can produce the numbers needed to complete the EOM process.

Automated EOM Spreadsheet Alternative

The screenshot displays the NAVY CASH SERVICE CENTER interface. At the top, there are navigation tabs for SHIPS, MERCHANTS, CARDHOLDERS, REPORTS, and HELP. The REPORTS tab is active. Below the navigation, there is a 'Ship Reports' section with a search form. The form includes fields for Report Name (EOP_SETTLEMENT_RPT_SMRY_M), Location (R21447), Batch, Start Date (09/01/2012), and End Date (10/19/2012). A search icon is located to the right of the form. Below the search results, it shows '1 to 1 of 1 Result [clear]' and a single result for 'EOP_SETTLEMENT_RPT_SMRY_M' with a report date of 09/24/2012 01:56:26 PM, location of USS PRINCETON, and batch of R21447_2455. At the bottom of the page, there are links for CONTACT US, PRIVACY AND SECURITY, and HELP, along with a copyright notice for 2011 JPMorgan Chase & Co.

EOM DASR Reset

Go to “View Reports” menu and generate copy of DASR

Funds Transfer Card Maintenance Account Maintenance Operations Utilities Reports Logout

NAVY CASH
Disbursing Accountability Summary Report

Start Date: 01/01/2007 13:42:33 End Date: 01/28/2007 13:02:57

Generate Print Save

Run Date/Time: 01/06/2011 13:04:11 GMT
Disbursing Accountability Summary Report
Location: V21624

Report Parameters:
Start Date: 01/01/2007 13:42:33
End Date: 01/28/2007 13:02:57

Merchant Information:
Merchant Name: NAVY DISBURSING
Merchant ID: 800000477522

Transaction Type	Check	Cash	Total
Starting Balance	0.00	-362.00	-362.00
Chip withdrawal		-60.00	-60.00
Load Cash to Chip		1,318.45	1,318.45
Ending Balance	0.00	896.45	896.45

Disbursing Application Version: 1.7.23143 | Application Release: 1.4.7.0 (ncp) 1/6/2011 1:02:23 PM

EOM DASR Reset (cont)

Safe to Bank Deposits and Withdrawals

Cash Amount:	<input type="text" value="896.45"/>	Transaction Date:	<input type="text" value="1/6/2011"/>
Check Amount:	<input type="text"/>	Transaction Type:	<input type="text" value="Deposit to Bank"/>
Deposit Ticket:	<input type="text" value="N/A"/>		<input type="text" value="Deposit to Bank"/>

- Under *Operations* menu, select *Safe Bank Transactions*
- Reset the DASR to zero (Internal memo)
 - *Transaction Type Deposit to Bank* subtracts from Disbursing account (if DASR amount is positive)
 - *Transaction Type Deposit to Safe* adds to Disbursing account (if DASR amount is negative)
 - Deposit ticket: N/A

View Log

- Check the *View Log* after running EOD/EOM
- Look for any ERROR messages

The screenshot shows the NAVY CASH View Log application. The main window displays the log content for the file `D:\Program Files\DispoApp\Log\DisboLog1470_010611.log`. The log text includes:

```
Date & Time: 1/6/2011 9:32:05 AM
Setting up the log:
-----
Disbursing Interface started on >> 1/6/2011 9:32:05 AM
By user >> CARLOS DIAZ (4828949)
NavyCash Disbursing Application version >> 1.7.23143 connecting to DB: (ncp)
Disbursing Interface closed on >> 1/6/2011 9:34:57 AM
-----
Date & Time: 1/6/2011 9:35:13 AM
Setting up the log:
-----
Disbursing Interface started on >> 1/6/2011 9:35:13 AM
By user >> CARLOS DIAZ (4828949)
NavyCash Disbursing Application version >> 1.7.23143 connecting to DB: (ncp)
Date & Time: 1/6/2011 9:43:56 AM
Setting up the log:
-----
Disbursing Interface started on >> 1/6/2011 9:43:56 AM
By user >> CARLOS DIAZ (4828949)
NavyCash Disbursing Application version >> 1.7.23143 connecting to DB: (ncp)
Disbursing Interface closed on >> 1/6/2011 9:46:37 AM
4 | |
```

Below the log content, there is a 'Past Logs' section with a list of log files:

- DisboLog1470_010511.log
- DisboLog1470_010611.log
- DisboLog1470_120810.log
- DisboLog1470_121010.log
- DisboLog1470_121710.log

The 'Search Criteria' section includes buttons for 'Find Forward', 'Find Back', 'Goto Line', 'Goto EOF', and 'Goto BOF'. A dropdown menu is set to `D:\Program Files\DispoApp\Log`. At the bottom, there are buttons for 'View Past Log' and 'View Current Log', and a text field for 'Log Directory: D:\Program Files\DispoApp\Log'.

The status bar at the bottom of the application shows: Disbursing Application Version: 1.7.23143 | Application Release : 1.4.7.0 (ncp) | 27377 lines | 1:45:02 PM

Shore Reports

Shore Reports

Transaction reports will be generated from EOD/EOM for:

- Reconciliation Vending soda
- Reconciliation Vending store items
- Postal by operator ID
- Ship's Store
- Foreign vendors
- Negative balances*
- Returned items* * Check daily
- Wardroom
- General Mess
- Commanding Officer's Mess
- Chief's Mess
- Flag Mess
- MWR
- Transaction summary

Note: Reconciliation reports will generate for any *Merchant* with *offline* activity not reported on same day recorded in POS

Shore Reports (cont)

- Compare daily reports with reports from other existing systems to verify accuracy
- All reports generated and sent to ship from shore server are placed into a reports directory by date, with one sub-directory for each report date:

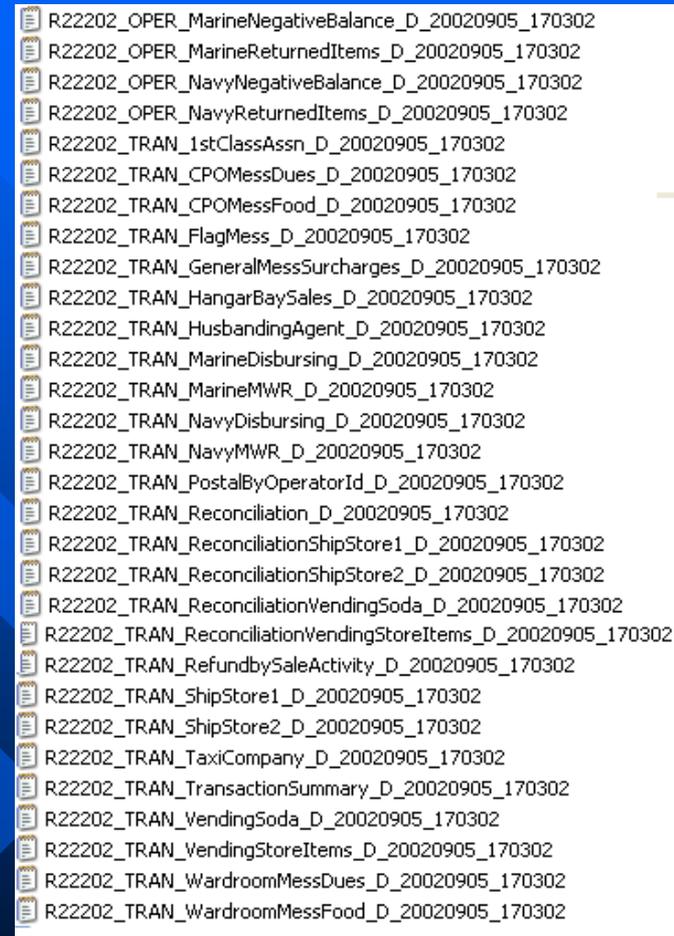
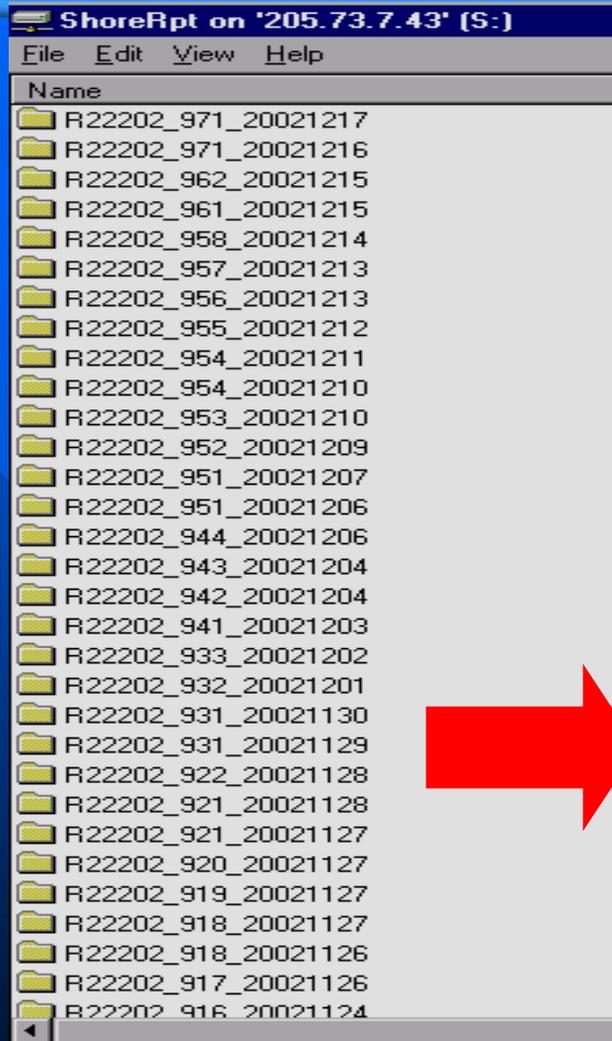
```
<UIC>_<REPORT TYPE>_<REPORT  
NAME>_<D/M>_yyymmdd_HHMMSS.txt
```

i.e. R21198_TRAN_ShipStore_D_20010828_171708.txt

Shore Reports (cont)

- Disbursing will ensure all *Merchants* receive a copy of respective Navy Cash ship/shore reports
- Reports can also be saved electronically and sent via email
- For more information on reports, refer to the Reports section in the Navy Cash SOP

Shore Report Folder



- Select date to view/print
- Select report to view/print

Shore Reports – Daily Negative Balance Report

Run Date : 01/09/2009
 Run Time : 14:47:35
 Report name: OPER_NavyNegativeBalance_D
 Page # : 1

Navy Cash
 Daily Negative Balance Report- NAVYCASH
 Location: USS NEVERSAIL

As Of Date: 01/08/2009

Account #	Name	SSN	Acct Status	Neg Bal Date	Balance	Note	Date	Note	Text
80000000000001	THOMAS, JAMES D	0268	OPEN	25-DEC-08	-\$47.65				
80000000000002	AIKEN, RANDALL A	9893	OPEN	07-JAN-09	-\$15.00				
	ACH REPRESENTMENT COUNT			NEXT REPRESENTMENT DATE	AMOUNT				
	0			14-JAN-09	\$15.00				
80000000000015	ALBERT, WILLIAM D	9955	OPEN	05-JAN-09	-\$26.98				
80000000000045	BRIGHT, ARNOLD H	8110	OPEN	20-NOV-08	-\$103.45				
80000000000067	PENNALA, JESSICA D	5374	OPEN	06-JAN-09	-\$515.06				
	ACH REPRESENTMENT COUNT			NEXT REPRESENTMENT DATE	AMOUNT				
	1			14-JAN-09	\$100.00				
	1			14-JAN-09	\$40.00				
	1			14-JAN-09	\$100.00				
	1			14-JAN-09	\$50.00				
	1			14-JAN-09	\$100.00				
	1			14-JAN-09	\$50.00				
	1			14-JAN-09	\$65.00				
80000000000006	SMITHSON, RAY C	1544	OPEN	09-JAN-09	-\$14.90				
	ACH REPRESENTMENT COUNT			NEXT REPRESENTMENT DATE	AMOUNT				
	0			14-JAN-09	\$10.00				
80000000000037	WALLACE, ALLAN E	0327	OPEN	09-JAN-09	-\$5.00				
	ACH REPRESENTMENT COUNT			NEXT REPRESENTMENT DATE	AMOUNT				
	0			14-JAN-09	\$5.00				
Total :					7				-\$728.04

***** End of the Report *****



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Ver 1.4.7

Daily Negative Balance Report

- The *Daily Negative Balance Report* lists all Navy Cash accounts with negative balances and indicates:
 - if an account is negative due to an ACH transfer request returned for NSF; and
 - if the negative balance is in ‘automatic representment’, and if so, provides the current iteration [0 or 1 or 2]

Revised Negative Balance Report

- If the *negative* balance is covered by automatic representment, there *are* details listed immediately below the line
 - Disbursing should not take collection action on negative accounts for which details *are* listed, because representment actions are pending
- If there are no details, then Disbursing *should* take initiate collection action immediately as no auto-presentment is pending

Revised Negative Balance Report

- If the ACH REPRESENTMENT COUNT=0, ACH request scheduled to be represented for first time on the date
- If the ACH REPRESENTMENT COUNT = 1, either the ACH request was represented on the date and is in five-day waiting period, or the ACH request is scheduled to be represented for the second time on the date

Revised Negative Balance Report

- If the ACH REPRESENTMENT COUNT = 2, the ACH request was represented a second time on the date and is in five-day waiting period
- Disbursing should initiate collection action immediately on all negative accounts for which no details are listed, because no representments are pending

Shore Reports – Returned Items

Run Date:09/05/2002

Run Time: 17:09:04

Report Name:OPER_NavyReturnedItems_D

Navy Cash

NAVY - Returned Items Detail Report

Location: USS TITAN

Date: 09/04/2002 20:10:25 to 09/05/2002 20:05:09

Account #	Status	Name	SSN	Amount	Date of Request	Date of Return	Bank ABA	Bank A/C #	Return Reason Code	Return Explanation
999999938317	OPEN	KENIA MOMBASA	9472	\$5.00	30-AUG-02	05-SEP-02	256074974	2208156703	R01	Insufficient funds
999999958273	OPEN	RAFAEL TRANSIT	1063	\$400.00	30-AUG-02	05-SEP-02	101108319	112160	R01	Insufficient funds
999999958273	OPEN	RAFAEL TRANSIT	1063	\$400.00	30-AUG-02	05-SEP-02	101108319	112160	R01	Insufficient funds
999999958273	OPEN	RAFAEL TRANSIT	1063	\$400.00	30-AUG-02	05-SEP-02	101108319	112160	R01	Insufficient funds
999999959156	OPEN	POKEY MON	3623	\$140.00	29-AUG-02	05-SEP-02	231381459	07161959	R02	Account closed
999999964255	OPEN	PALL MALL	8392	\$30.00	30-AUG-02	05-SEP-02	256074974	2288869700	R01	Insufficient funds
999999966995	OPEN	JAMES COBURN	0573	\$5.00	30-AUG-02	05-SEP-02	256074974	0330862709	R01	Insufficient funds
999999970377	OPEN	PARKING LOTT	9402	\$10.00	30-AUG-02	05-SEP-02	111000025	004777101387	R01	Insufficient funds
9999999117806	OPEN	PALACE LAPLACE	5395	\$5.00	30-AUG-02	05-SEP-02	256074974	1010220709	R01	Insufficient funds
9999999123424	OPEN	LUIS MEIAMOUR	6142	\$400.00	30-AUG-02	05-SEP-02	256074974	6981188702	R01	Insufficient funds
9999999141764	OPEN	CHRIS KISS	0023	\$50.00	30-AUG-02	05-SEP-02	101108319	8585529786	R01	Insufficient funds
9999999141822	OPEN	CHAD STUD	4892	\$200.00	29-AUG-02	05-SEP-02	256074974	5529786709	R01	Insufficient funds
8000000141822	OPEN	CHAD STUD	4892	\$200.00	29-AUG-02	05-SEP-02	256074974	5529786709	R01	Insufficient funds
Total				\$2,245.00						

*** End of the Report ***

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The *Returned Items Detail Report* provides details on ACH transactions returned NSF and the reason it was returned.



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Shore Reports – Payroll Report

V21879_NCPAY_NAV_20041115_103150_20041112091623.txt
Run Date: 11/12/2004 Run Time: 09:52:13
Report Name: Navy Payroll Funding
Navy Cash
Payroll Report
Location: V21879 USS BATAAN
Pay Date: 11/15/2004
Payroll Number: 0015

Failed to post funds for BROWN SHARON CE	SSN 000-00-5968	Account Invalid	Amount: \$75.00
Failed to post funds for KEGLER RODNEY JERMAINE	SSN 000-00-0342	Account Invalid	Amount: \$100.00
Failed to post funds for DAVIS LOVE III	SSN 000-00-4139	Account Invalid	Amount: \$15.00
Failed to post funds for FULPS FICTION ELIZABETH	SSN 000-00-2914	Account Invalid	Amount: \$20.00
Failed to post funds for GONZALEZ PANCHO HENE	SSN 000-00-5763	Account Invalid	Amount: \$40.00
Failed to post funds for PALMER ANDY SHARON	SSN 000-00-5096	Account Invalid	Amount: \$200.00

Warning! Some records could not be processed.

Payroll File processed: V21879_NCPAY_NAV_20041115_103150.dat

Successful Updates: 330

Failures: 6

Total Amount Posted: \$16520.00

Total Amount Failed to Post: \$450.00

Data committed to database.

Check the *Payroll Report* each pay day. Supports SPO problem resolution.

Shore Reports – Wardroom Mess

```

Run Date:12/17/2002
Run Time: 00:12:33
Report Name:TRAN_WardroomMessFood_D
Detail Report - WARDROOM MESS FOOD
Location: USS TITAN
Date: 12/15/2002 04:53:25 To 12/16/2002 07:09:45 Batch Id: R22202_971
Navy Cash Daily Transaction

Last Name      First Name     SSN      Account #     Date and Time     Value
-----
BOARDWAY      BOARDWALK     7095     9999999961244 12/15/2002 15:04:53     $30.53
GRUBB        SCRUBB       3055     9999999938747 12/15/2002 20:33:23     $29.13
LINDEE       LANDEE       6054     99999999140790 12/15/2002 20:26:22     $34.73
MANTO        TIGER        5839     9999999995721 12/15/2002 20:57:35     $30.53
PAGANO       MAGANO       1043     99999999163396 12/15/2002 14:46:22     $34.73
RIVERA       RICKY        8209     99999999135550 12/15/2002 20:43:39     $33.28
SLAYDON      SLAYER       3901     9999999959867 12/16/2002 02:11:43     $29.13
SLEDGE       HAMMER       5038     9999999954488 12/15/2002 20:23:21     $29.13
SNIPES       WESLEY       2957     99999999185274 12/15/2002 20:20:25     $31.93
*****
Total Transactions                                     $283.12

*** End of the Report ***

```

Daily Transaction Detail Report for Wardroom Mess Food Service



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Ver 1.4.7



Shore Reports – Postal Daily Transaction Report

R21198_TRAN_Postal_D.txt

Run Date : 07/12/2004
Run Time : 15:34:25
Report name: TRAN_Postal_D
Page : 1

Navy Cash
Monthly Transaction Detail Report - Postal
Location: USS RENTZ
Month: June 2004
Date: 06/01/2004 22:55:22 To 06/30/2004 17:47:43

Merchant : 800000001016
Event Code:
Operator : BARBER, BRIAN

Name	SSN	Account #	Transaction Date	Trans	Amount	
WITTOCK, TREVOR J	8256	8000000560286	06/18/2004 17:12:29	1	\$0.37	
WITTOCK, TREVOR J	8256	8000000560286	06/18/2004 17:22:16	1	\$0.37	
Operator BARBER Subtotal:					2	\$0.74
Event Subtotal:					2	\$0.74
Merchant 800000001016 Subtotal:					2	\$0.74
Total					2	\$0.74

Shore Reports – Daily Transaction Summary

Run Date:09/05/2002 Run Time: 17:09:53

Report Name:TRAN_TransactionSummary_D

Navy Cash

Daily Transaction Summary Report

Location: USS TITAN

Date: 09/04/2002 20:10:25 To 09/05/2002 20:05:09 Batch Id: R22202_775

Sale Type	Transactions	Value
POST OFFICE	2	\$ 0.74
SHIP STORE #1	125	\$467.00
VENDING SODA	535	\$267.50
VENDING STORE ITEMS	262	\$92.35
Total Transactions	924	\$827.59

*** End of the Report ***

Page# 1

Daily Blocked Account Shore Report

- Lists all cardholders whose ACH access to bank or credit union account is blocked
- Report identifies Last name, Middle initial, First name, Last 4 SSN, Account number, and Decline Code or ACH Decline count
- Used as a verification tool to assure that accounts are suspended
- DISBO should review daily
 - Codes 96 or 98 require update to member account information

Daily Blocked Account Shore Report

Run Date:08/14/2006
Run Time: 17:27:01
Report Name: D21198

Navy Cash
Daily Blocked Account Report
Location: USS SHIP

Last Name	First Name	MI	SSN4	Account Number	Decl Cnt
BACON	KERRI	S	4567	8000000012817	97
BAIRD1	ROBERT	A	6789	8000000012858	98
BUBBLE	MYRON	A	2222	8000000013278	97
ELDRIGESCOTT	EDWARD	A	1111	8000000012478	3
FINAN	JOHN	A	7850	8000000020489	94
GLENDALE	JACKIE	A	6782	8000000020562	97
KEGGER	MILTON	A	4444	8000000013211	97
NICHOLSON	JAMES	A	6542	8000000012452	98
OCHOA	ROBERT	A	7055	8000000125452	96
RUBBLE	BARNEY	A	7122	8000000013252	96
SAILOR	NAVY	A	4178	8000000012791	98
WERKLJ	DERKLJE	A	1111	8000000020547	97

Decline Count Legend

1-3 NSFs
95 Linked account not provided during enrollment
96 Unacceptable NFCU account supplied
97 Technical error processing account
98 Account blocked for invalid account #
99 Block requested by Disbursing

*** End of the Report ***

Expired Card Report

The Expired Card report is a shore report designed to identify Navy Cash cards expiring within a thirty day window.

Expired Card Report (cont)

The following is an example of an “Expired Card Report”.

```
192.26.6.13 - UAT Node 1 - SecureCRT
File Edit View Options Transfer Script Tools Window Help
14:59:27 - *****
14:59:27 - Cancelling non-merchant cards that have no recent activity and are due to expire by 01-AUG-07.
14:59:27 - *****
14:59:31 - Processing card_seq=200000660 card_num=5179660000378641 card_stat_type=PENDDACTIVE expire_date=07/31/07 chip client_acct_n
um=8000000012445 chip acct_num=8000000125460 payroll client_acct_num=8000000012437 payroll acct_num=8000000125452...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000680 card_num=5179660000378724 card_stat_type=ACTIVE expire_date=07/31/07 chip client_acct_num=8
000000012445 chip acct_num=8000000125593 payroll client_acct_num=8000000012437 payroll acct_num=8000000125585...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000681 card_num=5179660000378732 card_stat_type=ACTIVE expire_date=07/31/07 chip client_acct_num=8
000000012445 chip acct_num=8000000125619 payroll client_acct_num=8000000012437 payroll acct_num=8000000125601...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000682 card_num=5179660000378740 card_stat_type=ACTIVE expire_date=07/31/07 chip client_acct_num=8
000000012445 chip acct_num=8000000125635 payroll client_acct_num=8000000012437 payroll acct_num=8000000125627...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000683 card_num=5179660000378757 card_stat_type=ACTIVE expire_date=07/31/07 chip client_acct_num=8
000000012445 chip acct_num=8000000125650 payroll client_acct_num=8000000012437 payroll acct_num=8000000125643...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000684 card_num=5179660000378765 card_stat_type=ACTIVE expire_date=07/31/07 chip client_acct_num=8
000000012445 chip acct_num=8000000125676 payroll client_acct_num=8000000012437 payroll acct_num=8000000125668...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000685 card_num=5179660000378773 card_stat_type=PENDDACTIVE expire_date=07/31/07 chip client_acct_n
um=8000000012445 chip acct_num=8000000126062 payroll client_acct_num=8000000012437 payroll acct_num=8000000126054...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Processing card_seq=200000686 card_num=5179660000378781 card_stat_type=PENDDACTIVE expire_date=07/31/07 chip client_acct_n
um=8000000012445 chip acct_num=8000000126088 payroll client_acct_num=8000000012437 payroll acct_num=8000000126070...
14:59:31 - Updated chip account status to "CLOSED".
14:59:31 - Changed card status to "CANCELLED".
14:59:31 - Inserted card cancellation request.
14:59:31 - Performing commit.
14:59:31 - *****
14:59:31 - *****
14:59:31 - Processed 8 cards. Encountered 0 errors.
14:59:31 - *****
Ready
```



Questions

