

FINANCIAL MANAGEMENT SYSTEMS
IMPROVEMENT COUNCIL (FMSIC)

FMSIC Website

By Chelsea Yarborough, SNL



UUR – Unclassified Unlimited Release

FMSIC Website

<https://fmsic.sandia.gov>



The screenshot shows the login interface for the Sandia National Laboratories External Collaboration Network (ECN). At the top, there is a dark blue header with the Sandia National Laboratories logo and name. Below this, the page is divided into two main sections. On the left, there is a light gray box containing the login form. It includes labels for 'Username' and 'Password', each followed by a text input field. Below these fields is a 'Logon' button. A link for 'Forgot your password?' is located below the 'Logon' button. On the right, there is a blue rectangular box with the 'ECN' logo and the text 'EXTERNAL COLLABORATION NETWORK' and 'EXTERNAL BUSINESS PARTNER COLLABORATION'. Below the login form and the ECN box, there is a 'WARNING NOTICE TO USERS: SNL Systems Are Monitored'. This notice states that the system is monitored and is the property of the U.S. Government. It also includes a statement about privacy: 'Be aware you have no privacy on these systems.' Below the warning, there is a paragraph of text stating that all users and information are subject to interception, monitoring, recording, copying, auditing, and inspection at the discretion of National Technology and Engineering Solutions of Sandia, LLC (NTES), and disclosure to NTES and third parties. It also mentions that users consent to and permit all of the above without limit as to when such action may be undertaken. At the bottom of the warning, there is a statement: 'Unauthorized or improper use of this SNL system may result in disciplinary, administrative, civil, and/or criminal penalties.' and a final instruction: 'Click Logon to acknowledge and agree with these terms and conditions or DISCONTINUE all efforts to access or use this SNL information system.'

Sandia National Laboratories

External Collaboration Network

Username

Password

Logon

[Forgot your password?](#)

WARNING NOTICE TO USERS: SNL Systems Are Monitored

This Sandia National Laboratories (SNL) information system is monitored. It is the property of the U.S. Government and is for authorized uses only.

----- Be aware you have no privacy on these systems, -----

All users of this system and all information on this system are subject to interception, monitoring, recording, copying, auditing, and inspection at the discretion of National Technology and Engineering Solutions of Sandia, LLC (NTES), and disclosure to NTES and third parties, including, but not limited to, the United States Government, any authorized investigative and law enforcement personnel, and officials of other entities, both domestic and foreign. By using or accessing this system, you consent to and permit all of the above without limit as to when such action may be undertaken.

"Unauthorized or improper use of this SNL system may result in disciplinary, administrative, civil, and/or criminal penalties.

"Click Logon to acknowledge and agree with these terms and conditions or DISCONTINUE all efforts to access or use this SNL information system.

If you need access, please send request to FMSIC@sandia.gov for assistance.



Login

To enter the site, you are required to enter your unique username and password.



Sandia National Laboratories

External Collaboration Network

Username

Password

Logon



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VISION

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Financial Management Systems Improvement Council

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[About the FMSIC Charter](#)

Contact Information:

Melisa Marquez

FMSIC Executive Director
505-284-1604

Chelsea Yarborough

FMSIC Administrator & Web Support
505-284-1391
FMSIC@sandia.gov





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Finance & Business Certificate

Objective – to design a tiered knowledge base easily accessible to business professionals and stakeholders whose roles and responsibilities are financial in nature and aimed primarily toward DOE's M&O subcontractors.

Overview - To establish base guidelines and training for business professionals and stakeholders whose roles and responsibilities affect cost expenditures. This certificate is aimed primarily for M&O subcontractors of the Department of Energy.

Note that these courses are not meant to replace any site-specific policy or guidelines.

| Courses | Brief Descriptions |
|--|--|
| Business of a National Lab | Executive Branch, DOE, DOD, DHHS, Offices, Directives, Regulations, common terms & acronyms, corporate structure, general definition and chart of how each Lab is structured, what is performance based contract, mission support of the complex (content/detail). |
| Finance 101 | The roles of Budgeting, Accounting and Procurement; Intro to A-123; Intro to STARS Reporting, The role of the Stakeholder in financial transactions; Understanding Allowable vs. Unallowable cost. |
| Ethics and Responsibility | What your signature means; fraud prevention; PII; Protecting Business Sensitive documents; Conflicts of Interest; Gifts; Appropriate Stewardship of Financial Resources. |



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A service the FMSIC Clearinghouse provides to all DOE and DOE contractor personnel is to issue requests for information (RFI) utilizing an established point of contact list among the contractors. Requesters can simply e-mail their requests to the Clearinghouse and the request in turn will be forwarded to the contractor community. Responses are then returned to the requester as well as to any interested party. The following are the most recent RFIs, issue date, and the associated responses:
All substantive responses received associated with this Request For Information are posted below. The dates indicate when the requests were made.

[+ new item](#) or [edit this list](#)

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| ✓ Title | Date Posted | Category |
|--|-------------|---------------------|
| 641 Relocation Expenses for Eligible New Hires | ... | Accounts Payable |
| 640 SPP Receivable | 7/9/2020 | SPP (WFO) |
| 639 SPP Capital Equipment | 3/10/2020 | General Accounting |
| 638 COVID-19 Costs | 3/10/2020 | Miscellaneous/Other |
| 637 AP Payment Run Validation | 2/10/2020 | Accounts Payable |
| 636 Fleet Management Services | 1/7/2020 | Miscellaneous/Other |
| 635 Signature Authorization Policy | 12/12/2019 | Miscellaneous/Other |
| 634 EVMS vs GAAP Inventory | 10/11/2019 | Miscellaneous/Other |
| 633 Potential Usage of Supplier Portal | 10/10/2019 | Accounts Payable |
| 632 eProcurement and Business to Business System | 10/3/2019 | Miscellaneous/Other |
| 631 Supplementing Funds Received for BUILDER | 8/28/2019 | Budget |
| 630 Payment Tolerances | 8/26/2019 | Accounts Payable |
| 629 Charging Direct Programs for IT Services | 8/8/2019 | General Accounting |
| 628 Use of Joint Appointments | 8/8/2019 | Miscellaneous/Other |
| 627 Funded Project Overruns | 7/22/2019 | SPP (WFO) |
| 626 Year-end Cost Management | 7/16/2019 | Budget |
| 625 Financial Activity for Fixed Assets | 6/25/2019 | Miscellaneous/Other |





641 Relocation Expenses for Eligible New Hires

Title 641 Relocation Expenses for Eligible New Hires

Question

Relocation Expenses for Eligible New Hires

1. How does your lab determine the effective and completion dates of relocations?
2. Are there any exceptions to the policy that is allowed? If so, please provide more information.

Point of Contact



Responses



1. a. [REDACTED] determines the relocation effective date based on the start date of the new hire.
- b. Relocation completion dates are based on the date that the employee begins working from the new location as long as move occurs within one year of start date
2. Yes, in exceptional circumstances (such as a DOE travel ban), exceptions to the 1 year requirement have been granted



1. The effective date of the relocation is the report to work date. They can complete a house hunting trip prior to report to work but they are not reimbursed until after they report to work. Continuing cost of Ownership, Home Sale and New Home Purchase must be completed within one year of report to work. The mortgage Rate Differential payment (if applicable) is completed over a 3 year period.
2. Exceptions can only made if they do not conflict with the FAR guidance. The Relocation Procedure's owner is Workforce Services. The VP of Workforces Service can approve exceptions as long as they do not conflict with the FAR. Several items in the procedure allow the recruiter to grant extension of time related items (example a 30 day extension to temporary living). All exceptions and approval must be in writing and included with the request for reimbursement.



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