

November 21, 2002

MEMORANDUM TO: Michael L. Springer, Director  
Office of Administration

FROM: Kathryn O. Greene, Director */RA/*  
Division of Contracts  
Office of Administration

SUBJECT: BUSINESS RULES FOR INTRAGOVERNMENTAL TRANSACTIONS

In an October 4, 2002, memorandum to Agency Heads, Office of Management and Budget (OMB) Director Mitch Daniels directed agencies to standardize agency accounting and financial data used in intragovernmental transactions. OMB also directed agencies to electronically exchange intragovernmental transactions through an e-commerce portal, to be available in FY2004. OMB's objective is to help agencies reconcile intragovernmental transactions by increasing the accuracy of funds control. The Office of Chief Financial Officer's (OCFO) Division of Accounting and Finance (DAF) has primary responsibility for the actions required by this OMB memorandum. A response to the OMB memorandum is not necessary.

As the first step in this accounting and financial data standardization process, OCFO/DAF has appointed an Agency Registration Official (ARO) to register the agency in a central database. The ARO for this agency is Leah Tremper with OCFO/DAF.

The Division of Contracts (DC) will work closely with OCFO/DAF to ensure that the financial data elements required on all forms specified in NRC Management Directive 11.7, "NRC Procedures for Placement and Monitoring of Work with the U.S. Department of Energy (DOE)" and NRC Management Directive 11.8, "NRC Procedures for Placement and Monitoring of Work with other Federal Agencies other than DOE" match the new interagency e-commerce portal's financial data elements. DC's work with OCFO/DAF will begin as more information is made available to agencies about the requirements of the e-commerce portal elements.

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