

MSGID/GENADMIN/CMC WASHINGTON DC PR RFO//
SUBJ/FY11 OPERATIONS AND MAINTENANCE MARINE CORPS (OMMC)
AND OPERATIONS AND MAINTENANCE MARINE CORPS RESERVE (OMMCR)
END-OF-YEAR (EOY) CLOSEOUT GUIDANCE//
RMKS/1. THIS IS A COORDINATED P&R (RFE/RFA) AND I&L (LB)
MESSAGE.

2. THE PURPOSE OF THIS MESSAGE IS TO PUBLISH FY11 CLOSEOUT
GUIDANCE WITH EMPHASIS ON OMMC AND OMMCR FOR BOTH BASELINE
AND OVERSEAS CONTINGENCY OPERATIONS (OCO) FUNDING.

3. IT IS IMPERATIVE THAT COMMANDERS, HQMC ACTIVITIES,
COMPTROLLERS AND REGIONAL CONTRACTING OFFICES (RCO)
COORDINATE A JOINT COMPTROLLER AND RCO FISCAL YEAR EOY
CLOSEOUT PLAN IN ORDER TO ACHIEVE FISCAL SUCCESS. AS OF
CURRENT EXECUTION, OMMC CONTINUES TO HAVE OVER \$4 BILLION
(40 PERCENT OF PROJECTED AUTHORITY) AVAILABLE THAT MUST BE
100% OBLIGATED BY 30 SEP 11. HOWEVER, PER PUBLIC LAW (PL)
112-10, SECTION 8004, WE CANNOT OBLIGATE MORE THAN 20
PERCENT OF OUR AUTHORIZATION IN THE FINAL TWO MONTHS OF THE
FISCAL YEAR. CLOSEOUT PLANS MUST BE IN SYNCHRONIZATION WITH
EACH COMMAND'S BASELINE AND OCO PHASING PLANS, MUST MEET
PRESCRIBED OFFICE OF THE SECRETARY OF DEFENSE (OSD)
OBLIGATION GOALS OF +/- 2 PERCENT TO PHASING PLANS, AND BE
BASED ON A 16 SEP FISCAL YEAR SOFT CLOSEOUT FOR BOTH
BASELINE AND OCO FUNDING. PER OSD GUIDANCE, ONLY
OBLIGATIONS (NOT COMMITMENTS) REFLECTED IN SABRS WILL SERVE
AS THE OFFICIAL MECHANISM FOR EVALUATING BASELINE AND OCO
EXECUTION AGAINST FY11 PHASING PLANS DURING EOY CLOSEOUT.

4. FY11 EOY RESOURCE DECISIONS WILL CONSIDER BOTH BASELINE
AND OCO OBLIGATION PERFORMANCE AGAINST BASELINE AND OCO
PHASING PLANS. DURING THE 4TH QUARTER, COMMANDS SHOULD
CONTINUE TO TRACK TO +/- 2 PERCENT, BUT WILL HAVE THEIR
ENTIRE ANNUAL AUTHORITY IN HAND (EXCEPT SOME CMP FUNDING)
AND WILL OBLIGATE NO LESS THAN THE OBLIGATION PERCENTAGES
OUTLINED IN PARA 8 OF THIS MESSAGE. RFE ENCOURAGES EACH
ACTIVITY TO IDENTIFY AND RETURN RESOURCES THAT ARE AT RISK
OF NOT BEING EFFECTIVELY EXECUTED TO HQMC FOR
REDISTRIBUTION TO OTHER ENTERPRISE REQUIREMENTS. RFE WILL
COORDINATE WITH MAJOR REPORTING COMMANDS OR HQMC ACTIVITIES
TO FUND HIGHER PRIORITY ISSUES IF EITHER COMMITMENTS OR
OBLIGATIONS, AS REFLECTED IN SABRS, FALL BELOW BENCHMARKS
AND IF ADEQUATE EXECUTABLE PLANNING MEASURES ARE NOT
PROVIDED.

5. CMP PM'S SHOULD DISTRIBUTE/ALLOCATE FUNDING TO COMMANDS
DURING THE FIRST HALF OF A MONTH VICE THE LAST HALF OF A
MONTH. CMP FUNDS WILL BE WITHDRAWN BY CMC (RFE) AND
REALIGNED TO OTHER HIGHER PRIORITY UNFUNDED ITEMS IN THE

CURRENT YEAR DEFICIENCY (CYD) PORTAL NLT 22 JULY IF FUNDS ARE NOT COMPLETELY DISTRIBUTED FROM CMP'S BY THIS DATE. THE ONLY CMP'S EXEMPT ARE FSRM PROJECTS, ENVIRONMENTAL PROJECTS, AND NGEN.

6. COMMANDS, HQMC ACTIVITIES, AND CMP PM'S ARE REMINDED TO REVIEW THEIR ACCOUNTS TO ENSURE ALL OCO-RELATED COSTS ARE BEING RECORDED PROPERLY IN SABRS WITH A SPECIAL INTEREST CODE (SIC), DEPLOYED COST ACCOUNT CODE (DS SERIES CAC) AND PROPERLY REPORTED ON THE MONTHLY OCO REPORT DISTRIBUTED BY P&R (RFE).

7. IN ADDITION TO MEETING +/- 2 PERCENT TO BASELINE AND OCO OBLIGATION PHASING PLANS, BELOW ARE THE OBLIGATION GOALS FOR THE FOURTH QUARTER DURING FY11 CLOSEOUT. CMC (RFE) WILL CONTINUE TO UTILIZE MRI LEVEL STOPLIGHT MANAGEMENT CHARTS TO REFLECT EVALUATIONS OF ONGOING PROCESS ASSOCIATED WITH UNCOMMITTED BALANCES, AGED COMMITMENTS AND LIQUIDATIONS. COMMANDS WITH EXCESSIVELY AGED ACTIONS (GREATER THAN 120 DAYS) WILL BE SUBJECT TO RESCISSION OF RESOURCES OR REDUCTION IN SUBSEQUENT ALLOCATIONS. EXPLANATIONS MUST BE PROVIDED TO CMC (RFE) BY THE 1ST OF THE FOLLOWING MONTH ON ALL AGED ACTIONS OVER 120 DAYS.

DATE:	OBLIGATION % (ANNUAL)
31 JUL	87.00
26 AUG	96.00
16 SEP	100.00

8. COMMANDS AND HQMC ACTIVITIES ARE REQUIRED TO MONITOR DISBURSEMENT RATES PER THE OSD OUTLAY (DISBURSEMENT) GOALS PROVIDED BELOW FOR EACH MONTH DURING FY11. IF OUTLAY RATES ARE BELOW OSD GOALS, COMMANDS SHOULD INITIATE THE NECESSARY RESEARCH TO HAVE VENDORS SUBMIT INVOICES IN A TIMELY MANNER.

END OF	PERCENTAGE OF AUTH	PRIOR YR 1	PRIOR YR 2
OCT	5.0%	63.3	94.3
NOV	11.0%	66.0	94.7
DEC	15.1%	68.8	95.0
JAN	20.1%	71.6	95.3
FEB	25.2%	74.5	95.7
MAR	30.2%	77.2	96.0
APR	35.3%	80.0	96.3
MAY	40.3%	82.8	96.6
JUN	45.3%	85.6	97.0
JUL	50.4%	88.4	97.3
AUG	55.4%	91.2	97.6
SEP	60.5%	94.0	98.0

9. THE FY11 CLOSEOUT WILL OCCUR IN FOUR PHASES:

A. PHASE ONE - NLT 31 JUL 2011. COMMANDERS WILL ENSURE ALL OMMC AND OMMCR BASELINE AND OCO FUNDS ARE AT LEAST 90 PERCENT

COMMITTED AND 87 PERCENT OBLIGATED. COMMANDS NOT MEETING THESE GOALS PLACE THEIR UNOBLIGATED BALANCES AT RISK OF BEING WITHDRAWN AND ARE REQUIRED TO PROVIDE CORRECTIVE ACTION PLANS.

B. PHASE TWO - NLT 16 SEP 2011.

B.1. DIRECT FUNDS. COMMANDERS WILL ENSURE ALL OMMC AND OMMCR BASELINE AND OCO FUNDS ARE COMPLETELY COMMITTED, AND TO THE MAXIMUM EXTENT POSSIBLE OBLIGATED, AND WILL IDENTIFY TO CMC (RFE) ALL OMMC AND OMMCR FUNDS THAT CANNOT BE OBLIGATED. COMMANDERS MUST ENSURE THAT VALID UNFUNDED REQUIREMENTS FOR BASELINE AND OCO ARE CORRECTLY ENTERED INTO THE CURRENT YEAR DEFICIENCY (CYD) DATABASE.

B.2. REIMBURSABLE FUNDS. COMMANDS WILL FOLLOW CMC (RFA) GUIDANCE FOR ESTIMATING CHARGES TO REIMBURSABLE CUSTOMERS AND NOTIFICATION TO BUYERS OF ANY FUNDS AVAILABLE FOR WITHDRAWAL NLT 15 AUG. ADDITIONALLY, COMMANDS ARE TO ENSURE THEY RETAIN ENOUGH DIRECT UNOBLIGATED FUNDS TO COVER ANY THEIR UNCOLLECTED BALANCES ASSOCIATED WITH PRIVATE PARTIES.

C. PHASE THREE - 17 SEP TO 23 SEP 2011.

C.1. DIRECT FUNDS. DUE TO LIMITED PROCUREMENT OPPORTUNITIES AVAILABLE THIS LATE IN THE FY, CMC (RFE) PROJECTS MINIMAL FUNDING AVAILABILITY FOR REALIGNMENT TO OTHER HIGHER PRIORITY REQUIREMENTS. CMC (RFE) WILL IDENTIFY AND WITHDRAW ALL REMAINING UNOBLIGATED OMMC AND OMMCR BASELINE AND OCO FUNDS. ONCE COMPLETE, CMC (RFE) WILL DEVELOP A PLAN TO REALLOCATE UNOBLIGATED FUNDS. BASED UPON ESTABLISHED PRIORITIES AND THE DATA CONTAINED IN CYD, CMC (RFE) MAY RECOUP UNCOMMITTED OMMC AND OMMCR FUNDS FROM A COMMAND AND REALLOCATE THESE FUNDS TO OTHER COMMANDS. CMC (RFE) WILL CONSIDER REMAINING FY11 EXPENSES SUCH AS LABOR, UTILITIES, AND FUEL AND WILL USE THE LABOR ACCRUALS SCHEDULED THROUGH 30 SEP 2011 IN THEIR EXECUTION RISK ASSESSMENTS. THIS PHASE WILL END WHEN CMC (RFE) REALLOCATES OMMC AND OMMCR FUNDS TO COMMANDERS. MARCENT CAN CONTINUE TO OBLIGATE AS NEEDED DURING THIS PHASE IN ORDER TO SUPPORT CONTINGENCY OPERATIONS.

C.2. REIMBURSABLE FUNDS. UNDER NO CIRCUMSTANCES SHALL ANY REIMBURSABLE UNOBLIGATED AUTHORITY REMAIN IN ANY APPROPRIATION ACCOUNT ON 30 SEP 2011. REQUEST ALL FUND HOLDERS TAKE APPROPRIATE ACTION TO ADJUST REIMBURSABLE AUTHORITY AMOUNT TO MATCH VALID OBLIGATIONS AND ESTIMATES NLT 15 AUG AND RETURN UNUSED FUNDS.

D. PHASE FOUR - 24 SEP TO 30 SEP 2011.

D.1. DIRECT FUNDS. COMMANDERS WILL OBLIGATE ANY REMAINING OMMC AND OMMCR FUNDS. MARCENT CAN OBLIGATE AS NEEDED DURING THIS PHASE IN ORDER TO SUPPORT CONTINGENCY OPERATIONS. SUFFICIENT STAFFING WILL BE AVAILABLE WITHIN THE RCOS TO PROCESS REMAINING ACTIONS THAT WERE RECEIVED AS

OUTLINED IN RCO CUTOFF GUIDANCE. ALL COMPTROLLER STAFFS MUST SUBMIT TO CMC (RFE) NLT 16 SEP A PRIMARY POC WITH NAME AND CONTACT PHONE NUMBER WHO WILL BE ON HAND FROM 0700 EST UNTIL CMC (RFE) SECURE NOTIFICATION ON 29 AND 30 SEP 11.

D.2. REIMBURSABLE FUNDS, ACCOUNTING INFORMATION. IT IS THE RESPONSIBILITY OF COMMANDS TO ENSURE THERE ARE NO UN-OBLIGATED COMMITMENTS, REIMBURSABLE AUTHORITY EQUALS OBLIGATIONS RECORDED, NO RONS OR NWCF ACCOUNTS ARE SHOWN IN A NEGATIVE STATUS, ALL SPENDING ERRORS HAVE BEEN CORRECTED AND/OR DELETED. ALL LABOR ACCRUALS THROUGH 30 SEP WILL BE RECORDED IN SABRS BY THE WEEKLY CYCLE SCHEDULED FOR 08 SEP.

10. CANCELLING APPROPRIATIONS. THE FOLLOWING APPROPRIATIONS WILL CANCEL ON 30 SEP 2011.

17 06 06 1105	17 05 06 1319	97 05 06 0400	97 06 06 0100
17 06 06 1106	17 04 06 1508	97 02 06 0500	97 05 06 0460
17 06 06 1107	17 06 06 1804	97 04 06 0300	97 05 06 0839
17 06 06 1108	17 06 06 0735	97 04 06 0350	17 05 06 2115
17 04 06 1109	17 05 06 2117	97 06 06 3131	17 05 06 2116

IAW WITH REF B FUND HOLDERS SHALL TAKE IMMEDIATE ACTION TO COMPLETE ALL OUTSTANDING TRANSACTIONS FOR CANCELLING APPROPRIATIONS NLT 16 SEP 2011.

11. SABRS PROCESSING COORDINATION DURING CLOSE-OUT WILL BE BETWEEN RFE AND RFA. COMMANDS AND HQMC ACTIVITIES WILL COORDINATE WITH CMC (RFE) AND NOT DIRECTLY WITH RFA FOR SABRS PROCESSING ACTIONS. SABRS WILL EXECUTE A NORMAL DAILY CYCLE AT 0430 EDT THROUGH 30 SEPT. SABRS WILL EXECUTE THE FINAL DAILY CYCLE ABOUT 0500 EDT, 1 OCT WHICH WILL INCLUDE ALL INTERFACE PROCESSES, IF DATA IS RECEIVED. THE PRE-CLOSE PROCESS WILL "NOT" BE EXECUTED AT THIS TIME. SABRS WILL REMAIN OPEN AFTER THE DAILY CYCLE FOR COMMANDS TO MAKE FINAL ADJUSTMENTS TO EXPIRING YEAR REIMBURSABLE ORDERS AND REMOVAL OF NWCF UNOBLIGATED BALANCES. ONCE FINAL ADJUSTMENTS HAVE BEEN MADE AND COORDINATION BETWEEN COMMANDS AND HQMC, RFE WILL NOTIFY RFA TO CONTINUE WITH THE CLOSE OUT PROCESSES. THE PROCESS WILL BEGIN WITH ENSURING THERE ARE ZERO UN-OBLIGATED COMMITMENTS AND WILL CONTINUE WITH THE WEEKLY, MONTHLY AND THE REST OF THE YEAR END PROCESSES. SYSTEMIC ADJUSTMENTS TO REIMBURSABLE ORDERS, NWCF ACCOUNTS AND CANCELING YEARS WILL "NOT" BE EXECUTED. SABRS WILL REMAIN LOCKED UNTIL APPROXIMATELY 9 OCT 2011. ALL SMARTS FILES AND REPORTS WILL BE UPDATED AS SCHEDULED WITH ADDITIONAL P-LOG PUSHES IF REQUIRED.

12. RCO INFORMATION: THIS INFORMATION IS PROVIDED IN ORDER TO ENSURE THAT ALL FY11 CONTRACTING ACTIONS SUCCESSFULLY PROCESS FROM SPS TO THE ACCOUNTING SYSTEM (SABRS). EACH RCO HAS UNTIL 23:59 (TIME IS BASED ON YOUR LOCAL CONTRACTING OFFICE TIME) ON 30 SEPTEMBER 2011 TO

AWARD FY11 CONTRACT ACTIONS IN SPS. ONCE RCO HAWAII HAS FINISHED AWARDING ALL FY11 CONTRACT ACTIONS IN SPS, PLEASE SEND AN E-MAIL TO MS. JANET BERNHARDT, JANET.BERNHARDT@USMC.MIL, WITH COPY TO CWO5 STEVEN LAWHORN, STEVE.LAWHORN@USMC.MIL 614-2577, NOTIFYING THEM THAT ALL ACTIONS HAVE BEEN AWARDED FOR FY11. *PLEASE NOTIFY THEM IMMEDIATELY AFTER THE LAST ACTION HAS BEEN AWARDED. HOWEVER, IF THE LAST ACTION IS RELEASED OUT OF SPS AT 23:59, RCO HAWAII MUST STILL SEND MS. BERNHARDT AN E-MAIL NOTIFYING HER THAT YOUR OFFICE HAS FINISHED AWARDING FY11 ACTIONS.

13. COMMANDERS MUST MONITOR OBLIGATIONS FOR FY11 AND THE FIVE PRIOR FISCAL YEARS (FY06 - FY10) TO ENSURE NONE OF THESE FISCAL YEARS CLOSEOUT WITH NEGATIVE BALANCES. AS A REMINDER, THE USMC IS EVALUATED BY GAO ON ITS UNOBLIGATED BALANCES AS OF 31 JAN FOR ALL PRIOR YEARS. THIS DIRECTLY RESULTS IN FUTURE YEAR CONGRESSIONAL BUDGET REDUCTIONS.

14. CMC (RFE)POC'S: LTCOL MEL CHATTMAN, MELVIN.CHATTMAN@USMC.MIL
MS GERI-LYNN LASHER, GERI-LYNN.LASHER1@USMC.MIL
MR TOM ROBINSON, ROBERT.T.ROBINSON@USMC.MIL
OMMC: MS RAQUEL ESCRIBANO, RAQUEL.ESCRIBANO@USMC.MIL
HQMC OMMC: CAPT DAVID KOBIE, DAVID.KOBIE@USMC.MIL
OMMCR: MS CARRIE MODZLEWSKI, CARRIE.MODZELWSKI@USMC.MIL
OCO: MAJ DILLON VADEN, DILLON.VADEN@USMC.MIL
INVESTMENT: MR. EDDIE PAGAN, EDDIE.PAGAN@USMC.MIL
PHONE NUMBERS: (703)571-8614/15/16/17/18/19.

Field Code Changed