



DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEMP-MC (415)

21 APR 1997

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Project (Financial) Closeout

1. Data presented in the 1Q97 Command Management Review (CMR) confirm that projects are not being closed out in a timely manner after the completion of construction. A field review by the HQUSACE Audit Office also indicates that there are 356 projects with unreturned funds totaling \$11.3M. For our customers this represents funds that could be used for other pressing requirements. We must correct this problem!

2. I need each MSC Commander to review division projects which are physically but not financially closed with the goal of returning to HQUSACE all unused funds. CONUS projects which are physically complete more than 180 days and OCONUS projects more than 1 year must be brought to closure within the next 90 days. A memorandum must be submitted validating the reasons and requesting an exception to policy for projects which cannot be brought to closure. In accomplishing this task, the data elements in the Automated Project Management Reporting System (AMPRS) must be updated. Reports from AMPRS contain the data that my staff uses to monitor and report to me on your progress in attaining Project Closeout. The AMPRS database will continue to be our official record of transactions until the Project Reporting Management Information System is operational.

3. In the future Project Closeouts will be evaluated during the Military Programs Review Boards (PRB). Please direct any questions, comments, or inquiries to Judi Greer, CEMP-MC [e-mail: GREERJ or judi.greer@inet.hq.usace.army.mil, or voice: (202) 761-8918.]

PHILLIP R. ANDERSON
Brigadier General, USA
Director of Military Programs

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