Reporting and Analysis
Sonali Wickramasinghe
Janet Hui
Leo Shevyakov
Chris Tokarski

Plant Accounting and Analysis
Sandra Carnero
James Cooney
Hossai Necko
Tammee Tan
Nadia Culinco

Reconciliation and Analysis
Ariana Lightner
Bhavya Rengachary
Dora Chen

Internal Controls, Compliance, and Reconciliation
Yohei Azuma
Amanda Cai
Mario Estrella
Jenny Huynh

- Journal entry processing (including bank fees, all plant funds-related, depreciation)
- Account analysis and reconciliation (including cash, capital assets)
- Chart of account maintenance
- CAAN maintenance
- Debt financing draws
- IRS declarations for external financing
- State capital appropriation claims
- Year-end financial reporting and schedules
- Financial statement external audit support
- Financial accounting analysis of third party capital transactions
- Campus support (plantaccounting@berkeley.edu)

- Account analysis and reconciliation (including revenue/expense variation analysis)
- Chart of account maintenance-agency, current, loan
- Allocations (AFC, IDC on non C&G funds, STIP)
- Billing (LBNL, International House, HHMI)
- Mapping to UCOP COA
- Special state appropriation claims
- Financial statement preparation
- Monthly and fiscal close coordination
- Year-end financial reporting and schedules
- Financial statement external audit support
- Campus support (gao@berkeley.edu)

- Account analysis and reconciliation (including payroll, loan, clearing accounts)
- UC Path project (certain GL-related business processes and interface)
- Central department analysis and monitoring
- Related organization and component unit analysis
- Financial accounting analysis of complex transactions (other than capital transactions)
- Campus support (controllers_ucpath@berkeley.edu)

- Journal entry processing (including Intercampus, ITOF)
- Account analysis and reconciliation (including receivables, payables, intercampus, etc.)
- External audits reporting
- DFU/SAR controls monitoring
- Division certification and management rep coordination
- Unrelated business income tax and other tax related issues
- Financial statement external audit support and coordination
- Campus support (financialcontrol@berkeley.edu and itof@berkeley.edu)
University of California, Berkeley
Payroll Controls and Timekeeping Integration

Payroll System
- Release coordination
- System and production maintenance
- PPS access and security
- PPS ad-hoc reports

CalTime Timekeeping System
- Access
- Respond to Service Now tickets
- Trouble shoot system issues
- System configuration
- Change Request Management
- Upgrades and releases
- Testing and validation
- Approval reminder notifications
- System approval sign off

Friendly Name Application
- Access and System maintenance
- Change Management

UCPath
- 181/618/185 file submission and error triage

Payroll Escalation and Foreign Tax Compliance
- Customer Service Window Service
- GLACIER documentation
- Foreign tax payments
- Legacy PPS Troubleshooting & Adjustments
- UCPay escalation
- Instant Pay Card Special Handling
- Special Projects (Payroll review and analysis)
- PPS Overpayment netcalcs

Payroll and Tax Compliance Supervisor
Jerri Rausse

Payroll Controls and Timekeeping Integration
Crystal Parkinson
Director

Glacier Non-resident Tax Administration and Reconciliation
Sofia Nekmal
Katy (Lai Nei) Chung

Pay Analysis, Adjustments and Customer Service
Shanmei Yue
Anne Sato

Audit and Reporting
- Journal adjustments
- Inter-campus transfers
- Billing journals
- PPS Check reissuance
- Imputed Income
- GL Accounts review
- Payroll records & data requests
- FICA review and adjustments
- 1042 remittance and reporting

Last updated: Jan 2022
• System Access Review
• BFS security
• SARA request system

• General ledger module
• UCOP reporting
• Month end close coordination
• Chartfields
• Combo edit maintenance
• Batch interfaces – journals
• HCM interface
• BIBS module
• UCPATH Integration for employee data
• Accounts payable module
• Batch interfaces – vouchers
• BearBuy interface to AP/PO
• Supplier interfaces

• Grants, contracts, projects and commitment control modules
• Phoebe interface
• CBR processing
• PPS Payroll Suspense Clearing
• AR, billing, and eBill modules
• Billing interfaces
• Invoice formats
• Aging and dunning processes
• Billing and AR month end close
• New billing and AR business unit setup
• CGA Month end close
• Effort Reporting Interfaces

• Maintenance patching
• Unit and Regression Testing
• System Implementations and upgrades
• Automatic test script creation, maintenance and execution
• Coordination of Communications and Change Management

• Requirements gathering & modifications
• Query writing

• System documentation
• UCPATH ChartField and COA Validation Interfaces

• Campus application integrations
• Business process improvement and mapping
• Special Projects

Last updated: Aug 2022