Journal entry processing (including bank fees, all plant funds-related, depreciation)
Account analysis and reconciliation (including cash, capital assets)
Chart of account maintenance-plant
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 deptid analysis and monitoring
Related organization and component unit analysis
Financial accounting analysis of complex transactions (other than capital transactions)

Journal entry processing (including intercampus, ITOF)
Account analysis and reconciliation (including receivables, payables, intercampus, etc.)
External audits reporting
DFL/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
- Page Center access and inquiries
- Daily System checkout

CalTime Timekeeping System
- Access
- Respond to Service Now tickets
- Troubleshoot 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
- UCPath pay escalation
- Instant Pay Card Special Handling
- Special Projects (Payroll review and analysis)
- PPS Overpayment netcalc

Audit and Reporting
- Journal adjustments
- Inter-campus transfers
- Over 120 PET
- Billing journals
- PPS Check reissuance
- Imputed income
- GL Accounts review
- Payroll records & data requests
- FICA review and adjustments
- 1042 remittance and reporting

Systems
PPS/CalTime/Friendly Name Application
Theron Ginn
Kristina Ruiz

Pay Analysis/Customer Service
Shanmei Yue

Foreign Tax Compliance
Sofia Nekmal

Payroll Taxes/MLA's
Anne Sato

Postdoc Billed Direct/Imputed Income
Katie Lai Nei Chung

Reconciliations/Adjustments
Sherryl Brinkley

Last updated: July 2019
University of California, Berkeley
BFS Business Systems

Tracy Okamura
Director

FIS Security
Barbara Scullion

FIS Financials
Chanden Deep

FIS Program
Gopi Margam

FIS Grants
Anoop Hirdani

- 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
- Accounts payable module
- Batch interfaces – vouchers
- BearBuy interface to AP/PO
- Supplier interfaces

- Maintenance patching
- Unit and Regression Testing
- System implementations and upgrades
- Special Projects
- Communications and Change Management

- 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
- UCPATH Integration for employee data
- CGA Month end close
- Effort Reporting Interfaces

- Campus application integrations
- Business process improvement and mapping
- Requirements gathering & modifications
- Query writing
- System documentation
- UCPATH ChartField and COA Validation Interfaces