



AMERICAN SOCIETY OF MILITARY COMPTROLLERS

To Promote Education, Training and Professional Development in All Aspects of Military Comptrollership

November 2016

Washington Chapter



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President's Message

Mats A. Persson



Time is flying and we are well into the new fiscal year. The November luncheon is on November 17 at the regular place. Hope many of you can come. We have the honor of hosting the Assistant Secretary of the Air Force Ricardo Aguilera. There is no luncheon in the month of December.

Thrilled to have our traditional ASMC Washington Holiday Social coming up at the Army Navy Country Club on November 30 between 5.30 and 8.30 PM. Please come and bring a friend to join ASMC – also be generous and support TOYS FOR TOTS and our annual non-perishable food collection for the Capital City Food Bank!

By the way - please make sure you have a good email address [preferable a personal email that has more permanence] in your member record. We are finding many members do not update their email as they change jobs or get new email addresses. That is the only effective way for us to reach you. In particular want to make sure you all know that the member dues are increasing on January 1, and there is a possibility to prepay for up to three years now before January 1st and save a bunch.

At the board level we have lots of interesting new projects and are always looking for members that want to get involved. The more significant ones include reviewing the training we offer our members - type of training, class selection etc. We are also looking at the scholarship program going forward. Making sure the scholarships go to the qualified candidates in our industry and support adding new members to the group. We are also looking at the possibility of additional corporate sponsorship of the monthly lunches. We will keep you posted as we work these items.

Sincerely,

Mats

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October Luncheon Recap



The distinguished speaker at ASMC Washington Chapter's monthly meeting in October was **Dr. Robin Farley**, the Director of the Department of the Navy's STARS to SABRS transition project within the office of the Deputy Assistant Secretary of the Navy (Financial Policy and Systems). He was a most adept "Fill In" for his boss, John Graveen, Director of Financial Policy and Systems.

Dr. Farley shared the Navy's current priorities for the financial systems environment to standardize, become auditable, reduce costs, and enhance operational effectiveness. He discussed three interconnected initiatives that are being taken to improve financial management across the Navy enterprise. The first is the STARS to SABRS initiative, a multi-year project to transition the Department's non-ERP commands to SABRS, the core financial system and general ledger originally fielded by the USMC. In the last 18 months, four Navy Commands have transitioned to SABRS. In the coming 24 months the remaining six Navy Commands that use STARS will transition.

The second project is the Department's efforts to neck down the number of financial feeder system that transmit data to SABRS. The Department of the Navy Non-ERP Commands operates five separate financial feeder systems to pass data into their Core Financial System/General Ledger. The Navy's plan for feeder system consolidation is to do two things. First, identify the existing business processes managed by the three existing feeder systems (CFMS, PR Builder, FASTDATA) and determine how to best manage them collectively in a single consolidated application. Second, once we have determined which business processes are best accomplished inside a feeder system, vice being done directly in SABRS, we will build out those capabilities into a consolidated application, managed by DASN(FMP).

The third project is a long-term effort to radically reduce the use of Reimbursable Work Orders across the DoN enterprise. Today the Department of the Navy conducts a vast amount of its business via reimbursable funding documents. The Navy's IPA (Cotton and Co.) has identified reimbursable business as a weakness. We are tackling this issue in three ways. First, wherever possible we are executing budget transfers so that the funding for ongoing, routine reimbursable work resides in the command that actually performs the work. Second, the Department of the Navy is migrating to the new 7600A and 7600B forms for General Terms and Conditions (GT&Cs) and Orders while simultaneously taking steps to implement G-Invoicing when it is ready. Finally, the Department is expanding the use of direct cite capabilities within the Navy ERP and SABRS. In the end these three efforts should significantly reduce the volume and amount of reimbursable work conducted within the Department of the Navy.



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Date	Upcoming Events / Sponsor / Speaker / CPEs	Location
17 Nov	Monthly Meeting / Air Force / Ricardo Aguilera / 1 CPE	Westin, Crystal City
30 Nov	Holiday Social, 1730-2030	Army Navy Country Club
1 Dec	Registration Opens for NCR PDI	ASMC Web Site (on-line)
19 Jan 17	Monthly Meeting / USMC / TBD / 1 CPE	Westin, Crystal City
9 Mar 17	NCR PDI / 7 CPE credits	Ronald Reagan Building, DC

November Meeting Guest Speaker



Ricardo Aguilera is the Assistant Secretary of the Air Force for Financial Management and Comptroller. As the Air Force's comptroller and chief financial officer, he serves as the principal advisor to the Secretary and Chief of Staff of the Air Force on all financial matters. He is responsible for providing the financial management and analytical services necessary for the effective and efficient use of Air Force resources, to include nearly 700,000 military and civilian personnel and a budget of about \$167 billion. This includes directing the development of the Air Force program and budget, overseeing the Air Force Cost Analysis Agency's acquisition and operational cost analysis, providing analytical services necessary for the effective and efficient use of Air Force resources, and conducting Air Force accounting and finance operations.

From 2010 until his current appointment, Mr. Aguilera was the Director of the Chief Financial Officer Academy at the National Defense University's iCollege. In this capacity, Mr. Aguilera helped develop curriculum, lectures, and provided administrative support to the CFO Academy.

Earlier in his career, Mr. Aguilera was promoted into the Senior Executive Service and from 2006-2008 he served as the Associate Director for Contingencies and International Affairs in the Office of the Under Secretary of Defense (Comptroller) where he oversaw all funding for military operations in Iraq and Afghanistan. From 1998-2006 Mr. Aguilera was the Deputy Chief of the Operations and Personnel Support Branch of the Office of Management and Budget's National Security Division.



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Garrett James



2016 ESSAY CONTEST: Identifying and adopting best practices can improve performance. Describe best practices from your career that may improve DOD financial management.

Mr. Garrett James is serving as a Financial Management Analyst in the Civilian Resources and Business Affairs Division (FMB-4) within the office of the Assistant Secretary of the Navy (Financial Management and Comptroller). He supports the Director and Deputy Director on special projects in the areas of Navy Working Capital, Civilian Personnel, Information Technology, among others.

To many, financial management is considered to be little more than that place where logic meets numbers. Combined with the culture of National Defense, the expectation of good financial management performance is simply measured, by many, as how well the numbers are crunched. If the final financial products are correct and budgets defensible, then the performance is deemed stellar. This is not necessarily so.

While excellence in numerical accuracy is a top priority, there exists many other best practices that can be identified and adopted to positively affect performance. Specifically, implementing certain standards in Department of Defense's (DoD) financial management can cultivate huge advances. The four best practice standards that stand out the most are having a culture of diversity, being committed to audit-readiness, having department-wide training that is both organized and easily accessible, as well as having well documented standard operating procedures. These pillars are but four of many that I have seen greatly improve DOD financial management during my career.

A quick Google search will generate many well-researched statistics that support the notion that organizations with diverse workforces, in areas such as age, gender, religion, ethnicity and disability, simply perform better financially. My own experience can attest to this as I have worked in diverse environments where team members respected each other's differences and that mutual respect led to a culture of excellence. Diversity in the workplace leads to a well-rounded workforce, which improves the quality of the service or product. Additionally, I have seen many examples of when diversity helped my coworkers think outside of the box because of the wide range of experiences represented. Occasions like this create monetary and temporal savings through financial process reengineering.

The current generation has also seen the definition of diversity expand. The diversity areas mentioned above can help create workforces that are diverse in thought. A 2013 Deloitte University Press report titled "Diversity's New Frontier," outlines ways in which diversity helps guard against the pitfalls of groupthink and expert overconfidence. The report states (on page 5) that diversity of thought enables organizations to "make better decisions and complete tasks more successfully because it triggers more careful and creative information processing than typically occurs in homogeneous groups."

Secretary of the Navy Ray Mabus underscored this very thought during his April 15, 2015 speech unveiling his Department of the Navy Innovation vision. "In January, I established the Navy's Task Force Innovation: a group from across the department comprising thinkers, experts, and warfighters with diverse backgrounds and from every level." This is undoubtedly but one initiative of many throughout the entire DoD launched to help meet 21st Century priorities. It is made possible through diversity. **Continued on next page...**



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(Continued) DoD is not protecting the U.S. against the same threats of 10 or 20 years ago. As the world becomes more sophisticated and advanced, so too must the Department in order to remain cutting-edge and deliver the best innovative thinking. Another area where I have seen large improvements realized is in audit readiness. Auditability entails many things, from internal controls and documentation, to human capital, systems and even leadership support. When all facets work and function together cohesively, performance is usually stellar. In my current position within DoD, there is a huge push to be audit ready in the upcoming years. While there continues to be room for improvement, great strides have already been made.

Being audit ready gives assurance to both the citizens of the United States and members of Congress that DoD is a good steward of the funds it has the privilege of managing. It also protects against the waste and abuse of funds. A survey taken after my department increased our readiness resulted in a small decline in staff burnout, an improvement with meeting tight deadlines and a reduction in audit preparation time; I personally experienced this benefit. These time and manpower savings permit more time for other priorities and help increase the reputation of the department.

A huge complement to audit readiness is proper training. The capability of a workforce relies on how well the members are trained, both initially and ongoing. I see this daily with my present command. Recently, DoD instituted the Financial Management Certification Program (FMCP). The posted goals of the program are to establish a framework to guide professional development and ensure the workforce has appropriate training and development in central areas such as audit readiness, decision support, policies, and leadership. Not only have my newly hired coworkers used the courses provided to begin the navigation of the DOD financial management world, but several of my more seasoned coworkers have also used the program as a refresher and new skill training. Thus, the FMCP improves DoD financial management by establishing the training requirements to both establish and maintain a capable and knowledgeable workforce.

Consistent and high levels of quality are vital to achieve financial management goals. This quality serves as a competitive advantage and method of conveying high standards of trust. It is in essence a very important basic requirement. The creation and use of standard operating procedures (SOPs) during my career has been a consistent method of advancing DOD financial management and ensuring that quality remains paramount.

I saw this first hand in my last command when the department experienced high employee transition. As my section was in the process of hiring a replacement, I was tasked with assuming some of the duties of a former coworker. Fortunately, the duties were all well documented in SOPs. Utilization of SOPs not only enabled me to assume the duties and understand the requirements and deliverables, but also to improve the processes. SOPs assisted by jump-starting my learning, which decreased my training and learning time and also limited mistakes. Ultimately, I improved the existing process by making it leaner and increased the quality of the overall budget product. These rewards may not have been achieved so quickly and efficiently if not for the SOPs. As DOD financial management moves toward a stronger, leaner and more capable workforce, it will become even more essential for SOPs to accurately document the processes, policies and procedures of a department's requirements.

With the ever-growing threats from sea, air and ashore, DoD financial management must be able to deliver the most accurate, defensible and effective budgets and products, in order to support our U.S. Military. As DoD continues to work to improve its financial management departments, best practices such as diversity, audit readiness, training, and instituting accurate and effective standard operating procedures, create a gateway to success through achieved goals. This standard of achievement is the backbone for which DoD financial management stands. Ultimately, each of us in DoD is responsible for the quality and success of the products and services we distribute. Together, we can continue to improve.



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Chantele Dow

It Starts by Picking up a Mirror: *An Introspective Look at Inclusive Leadership*

I recently attended a lunch meeting and was privileged to hear Ms. Anne Davis, a Senior Executive (SES) from the Navy, speak on the topic of "Inclusive Leadership and Team Work." I'd not heard leadership defined in this context before and it was not only thought-provoking, it was a compelling case to question my own leadership style and how I could put inclusive leadership into practice.

Ms. Davis shared a lot of great wisdom regarding *inclusive leadership*. Hopefully, this summary will convey it adequately. *Inclusive leadership* is a deliberate approach characterized by valuing and integrating each person's ideas, thoughts and perspectives in order to achieve the organizational mission. It is paired with diversity—recognizing each individual has unique talents, gifts and abilities that when fully appreciated and applied, engenders a high-performing team that stimulates and inspires an organizational culture where everyone is expected to share ideas and listen to the perspectives and experiences of others. An *inclusive leader* is a mentor and champion for his/her team members, and actively promotes and reinforces an environment of trust, transparency, honesty and confidence, in an effort to understand all diverse perspectives. When closing, she told a neat story about Steve Jobs and his neighbor, who enlightened him to a leadership analogy using a rock tumbler. The relationship and friction created by our interaction, when constantly rubbed together, turns each from ugly old rocks into beautifully polished stones. So it is with each of us. Conventional follow-the-leader teams will likely fail, especially under the pressure of a highly unpredictable, fast-paced, resource constrained environment. An *inclusive leader* capitalizes on the knowledge and experiences each member brings to the organization in order to achieve our strategic objectives, and to overcome the expanding challenges we face now and for years to come. Success depends on a leader's ability to employ the collective ideas and perspectives of their people and to encourage them to share their thoughts without fear of retribution. She left us with a question to ponder, "*What are your strategies to diversity success?*"

To contemplate my leadership abilities in light of her talk, I asked myself, "What strategies promote *inclusive leadership*?" After much thought, six rose to the top. They are:

Be self-aware. Self-awareness is important regardless of the position you hold or the size of your organization. Even if you are not supervising or leading an organization, having a realization of how you think, act and decide is essential if you want to understand how to influence the organizational culture. Do I let my experiences and biases limit how I make decisions or devalue the views of others? Your image counts and is tied to your overall reputation and your behavior informs the perceptions others have about you. Are you sending a message that reflects a reliable or inconsistent pattern of behavior? This will make the difference in whether your image is seen as genuine or insincere.

Have a strategy for leading. A limited strategic leadership capacity will inhibit your ability to achieve organizational objectives and overcome challenges. *Inclusive leaders* are strategic thinkers who not only know who they are and where they want to go, but they invite and inspire others to join them on the journey—they are bridge builders. It is about forging relationships both inside and outside an organization in order to navigate change and adversity, and recognizes the contributions of others are the key to sharing in the benefits of collective innovation and produce greater results for everyone involved.

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Model courage. An *inclusive leader* models courageous behavior and aims to inspire (encourage) others to act courageously. People take their behavioral cues from those leading them, so it is imperative that leaders model courage consistently if we expect others to do so. According to Bill Treasurer, founder of Giant Leap Consulting, studies show that workers who exhibit courageous behavior outperform those who behave tentatively; additionally, they perform with greater engagement. Some ways to model courage are to take on more challenging projects and look for projects that stretch your ingenuity and skills; be honest about mistakes; and be less self-conscious and risk adverse—look for ways to release control, delegate, and trust that others may do the job just as well or better!

Trust and Respect. *Inclusive leaders* create an environment of trust and respect. While taking a DoD Advanced Financial Management course recently, I came across a great slide on “the Nature of Trust” that depicted concentric circles with four interrelated components to developing trusted relationships. They are: 1) meeting your obligations to look for other people’s interests, as well as your own; 2) acting always with honesty and integrity—and without hidden agendas; 3) openness in communication with everyone; and 4) keeping your promises. Building trusted relationships takes time. Sacrificing any one of these components is likely to extend the timeline or diminish your ability to build trust all together. Respect is a building block for trust. Kelly Hannum, from the Center for Creative Leadership and co-author of “Leading Across Differences: Cases and Perspectives,” explains:

Ensuring people feel heard and understood creates a feeling of respect, even if you disagree, and when we are genuinely interested in the thoughts and ideas of others it strengthens relationships and builds trust. Eliminating disrespectful behavior does not create respect. Status, power and role all create the context in which respect is interpreted. A leader can cultivate respect by: 1) exhibiting an interest in and appreciate for others’ perspectives, knowledge, skills and abilities; and 2) expressing recognition and gratitude for the efforts and contributions of others.

To practice *inclusive leadership*, we must fight the urge to defend our own position or idea against someone else’s perspective. Sharing different perspectives does not invalidate one’s own; different is not necessarily wrong—it’s just different. A defensive posture and unwillingness to consider the views of others will undermine our effectiveness.

Self-Control. *Inclusive leaders* refrain from getting emotionally hijacked. Executive coach Scott Eblin describes this as, “silencing your itty bitty committee.” This means we allow extrinsic (i.e., outside) circumstances to interfere with our intrinsic (internal) state and trigger an emotional response (i.e., the itty bitty committee) because something annoys, angers or hurts our feelings. Chances are if we create an environment where we value the collective ideas and perspectives of our people and encourage them to share their thoughts without fear of retribution, the itty bitty committee could have a “hay day” if left unchecked. Scott Eblin offers a couple easy ways to “silence the committee” in your head: 1) know your triggers. Take notes and look for patterns that trigger your response. Recognizing them in advance may help stop it before it starts; and 2) name it, then change it. This is basically identifying “the committee” is at work and then interrupting the activity with a completely different activity to disrupt the thought pattern. Well-known speaker and writer Lysa Terkeurst said, “Our reaction determines our reach.” Our ability to influence can be directly tied to how we react to a situation and can truncate our span of influence. We have two ears and one mouth, and discerning the proper time to open the one versus use the two, takes practice, but can be the determining factor in our ability to lead successfully.

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Stop Assigning Blame. *Inclusive leaders* aren't focused on blame, but are focused on fixing the issue at hand. Assigning blame undermines innovation and trust. Executive coach Ben Dattner, author of the book "The Blame Game" says, "The most successful leaders are able to see their role in the blame game, admit mistakes and focus on fixing rather than blaming." He provides a few great strategies, some of which are: 1) take a step back and reflect on what might be triggering your response. While the natural tendency is to blame, the situation may not be personal; 2) develop your knowledge, skills and networks. The more high-functioning you become, the less likely you will be the victim of blame; 3) focus on the future instead of the past. While lessons learned are important, rehashing past issues can be counter-productive if the focus is assigning blame; and 4) attract and retain people who don't throw others under the bus. People with a balanced view of credit and blame. Be consistent in reinforcing shared accountability and collaboration.

Chantele Dow, DAF, CDFM-A, DFMCP3, is a Senior Financial Analyst with the Air Force Cost and Economics.

Just a reminder that the upcoming Essay topic will be announced in an upcoming newsletter - probably 4th quarter - with a February 2017 deadline. For more information, please contact Wendy Pouliot at wendy.pouliot.civ@mail.mil, 703-697-0156.

Young Professionals Event Recap – 13 Oct



Gathering of Washington Chapter Early Careerists

Ankush Gupta and Sarah Mazur

On Thursday, October 13 Early Careerists from the Washington Chapter of the American Society of Military Comptrollers (ASMC) held a happy hour event at Chevy's Fresh Mex restaurant in Arlington, VA. The purpose of the event was to highlight ASMC's Early Careerist group and encourage young accounting and finance professionals in military-affiliated organizations to network with one another and more experienced professionals. Attendees included representatives from Army, Navy, Air Force, Marine Corps, and other contractor organizations. 25 young professionals attended the event, seven of which became members of ASMC as a result of the event.



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★ 5TH ANNUAL ★

**NAVY
AIR FORCE**
HALF MARATHON
& **NAVY 5 MILER**

SEPTEMBER 18, 2016

NATIONAL MALL ★ WASHINGTON DC



Thank you to the over sixteen members of the ASMC Washington Chapter that volunteered at the 5th Annual Navy-Air Force Half Marathon and 13th Annual Navy 5 Miler held on the National Mall in Washington, DC on September 18th, 2016. The event was planned and organized by Joint Base Anacostia-Bolling Morale, Welfare and Recreation program. Approximately 9,500 runners participated in the races. The half marathon course passed by famous sites including the Washington, Jefferson, and Lincoln Memorials, as well as the Potomac River and Georgetown. The ASMC Washington Chapter volunteers happily distributed food and beverages to runners after their race. A photo of many of the volunteers is included below.



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Chapter News – Training Opportunities



We had a great turnout for the Internal Controls—Meeting Federal Requirements for Accountability—seminar on October 27 in Washington DC. This mini-course helped participants in reducing the risk of waste, fraud, and mismanagement within their agency, and supporting accountability efforts. Participants learned what controls are and why they are important; the requirements, standards, and guidance available for internal controls; the importance of risk management; and the eight steps in an internal control process.

Chapter Members: We need your help & input!

Please answer this question: *What professional development, training and education opportunities do you want?*

Our Regional PDI is our premier professional development event. Membership attendance is great!

Considering that we are the largest ASMC chapter our monthly chapter luncheons are not well attended. **Why?**

Chapter sponsored free mini courses have small numbers of members registering. **Why?**
Past sponsored webinars have had limited success. **Why?**

What type of training do you prefer? Classroom? On-line?

We want to hear from you. Please send your thoughts and recommendations to Terry Placek, co-chair Training & Education Committee: terryplacek@yahoo.com **THANK YOU!**



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2017 ASMC Washington Chapter NCR PDI

On 1 December, our website for the 2017 ASMC National Capital Region (NCR) PDI will open for registration and payment. NCR PDI is a vibrant partnership across key ASMC Washington metropolitan area chapters (**Washington, Potomac, Mount Vernon**) – to optimize Defense education and professional development, dialogue, networking, as well as fund-raising for charities and scholarships.

Over the last three years our event has sold out, with over 1,500 government and industry professionals attending this worthwhile conference to learn, share insights, and help advance critical business outcomes needed for our warfighters.

Our 2017 ASMC NCR PDI theme is: **Opportunities Abound for FM Mission and Audit Outcomes.**

PLEASE join us on **Thursday 9 March 2017** at the Ronald Reagan Center in Washington D.C. for a terrific day of learning, dialogue, collaboration, networking, and certification (7 CPEs). There is no cost for active government ASMC members to encourage attendance.

We ask each registrant's cooperation with our campaign of **"If Sign Up, Show Up!"** Please view your registration as a valuable commitment and personal obligation that you will keep, or responsibly relinquish for a fellow colleague to utilize. Please notify our Registration Chair Wayne Whiten if you find you are unable to attend and we will work to fill your spot! wayne.whiten@calibresys.com or call 703 - 797-8831 or 703-509-1544.

Also, please remember to be generous and contribute to our designated charities:

- **Capital Food Bank – bring canned meats/non-perishables** for needy neighbors
- **Pets for Vets [opportunity to donate cash or checks on premise]**

Thank you for your understanding, cooperation, and support of our premier training event!

Please feel free to contact Deb Del Mar with any questions or concerns:

2017 Chair, ASMC National Capital Region PDI

debra.delmar@vanguard-LLC.com

M: 703-593-6667

Registration Link: <https://secure3.rhq.com/ireg/public/index.cgi?evid=R17-03-09-2017>

Program Link: <http://washington-asmcnationalcapitalregionpdi.org/>



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Corporate Member of the Month

ORACLE®

Oracle Supports the Department of Defense Business Systems

Oracle has been supporting the Federal Government and specifically the Department of Defense for decades with both our advanced technology solutions and more recently with business systems software. Oracle is a key component in the department's efforts to modernize and transform its business systems.

In recent years, the department has modernized its financial systems and Oracle has provided our Enterprise Business Suite financials software to support the Air Force and Defense Agencies as well as to multiple independent organizations. In the mid 1990s, the department standardized their civilian Human Resources activities and chose the Oracle Human Capital Management software to support its centralized personnel offices for over 700,000 civilians. As Oracle expands our offerings the department has expanded its use of the Oracle Software to support Military personnel and pay across the entire DOD (more than 3,000,000 members.) This includes the use of the Oracle Service Cloud, the first secure Impact Level 4 cloud Software as a Service offering.

Supply and Maintenance are two additional major functions being modernized within the DoD and Oracle supports these functions in major programs within the Air Force and the Marine Corps. Available here is the new Oracle Contract Lifecycle Management solution modified by Oracle to the specific requirements of the government.

Oracle continues to innovate and offer to the government state-of-the-art solutions to assist with improving performance at reduced cost. The offerings from Oracle continue to expand as we build and acquire new solutions to support our customers. Oracle is proud to be able to support our military and civilian members of the DOD.

For additional information, contact: Tamara.Greenspan@oracle.com



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To Promote Education, Training and Professional Development in All Aspects of Military Comptrollership

November 2016

Washington Chapter



ASMC National News



American Society of Military Comptrollers

To promote education, training and professional development in all aspects of military comptrollership.

[Click here to access the National ASMC home page](#)

ASMC Membership Dues Increase: To continue providing you with the level of quality service you expect and deserve, and to strengthen and expand the programs ASMC provides, **effective 1 January 2017 annual membership dues will increase from \$26 to \$40 and three-year membership dues will increase from \$75 to \$114.**

ASMC Online Learning Center

Members earn continuing professional education credits by viewing and testing recorded educational sessions and the Armed Forces Comptroller.



Upcoming Training Events

[Enhanced Defense Financial Management Training Course \(EDFMTC\)](#)

November 28 2016

Buckhannon, WV (Arng)

[Open Enrollment Enhanced Defense Financial Management Training Course \(EDFMTC\)](#)

November 28 2016

Rosslyn, VA (Archway Training Associates)

[Enhanced Defense Financial Management Training Course \(EDFMTC\)](#)

December 04 2016

Bahrain (Navy)

[Enhanced Defense Financial Management Training Course \(EDFMTC\)](#)

December 05 2016

Cleveland, OH (DW-DFAS)

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CDFM Corner

ASMC offers the Certified Defense Financial Manager (CDFM) educational program and certification designation to those persons desiring to demonstrate proficiency in the core aspects of Defense Financial Management.

For more information, visit: <http://www.asmconline.org/certification/cdfm-information/>

Congratulations!!

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While most candidates in the CDFM program are civilian or military/reserve members of the Department of Defense, U.S. Coast Guard, U.S. Army, U.S. Air Force, U.S. Navy, U.S. Marine Corps or employees of defense contractors or suppliers, the CDFM program is open to all candidates who have a high school diploma (or equivalent) and meet the following work experience qualifications:

Have the required number of years of defense-related financial management experience outlined below:

- **Two (2) years if you hold an Associate's degree or higher;** or
- **Three (3) years if you do not have a degree.**

OR

Do not have defense-related financial management experience, but can meet the following criteria outlined below:

- **Four (4) years of Federal government-related financial management experience;** and
- **An Associate's degree or higher.**

There are three steps involved with earning your CDFM:

1. Enroll in the CDFM Program. Your enrollment is valid for two (2) years, during which time you must take, and successfully pass, the three CDFM module examinations.

2. Submit Your Verification of Financial Management Experience Form. This form, which must be signed by a supervisor who can verify your work experience, must be returned to ASMC after enrolling in the CDFM program. You do not have to submit this form prior to taking a CDFM examination, but it is required prior to the awarding of the CDFM designation.

3. Purchase and Schedule the CDFM Examinations. Be sure to carefully – and completely – read the criteria associated with each testing option for the CDFM examinations. Failure to do so can result in the purchase of the wrong CDFM examination and/or the inability to test at your preferred location



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