

SLDCADA



*Building tomorrow's solutions today
...as your logistics partner*

Introduction



Phil Campbell

Program Update



Karen Buck

Program Status

- Where are we now?
- Where are we going?
- What do we do next?
- Issues

Where are we now?

- Funding
 - ✓ SLDCADA Funded thru FY09
 - ✓ Received budget controls for O&M,N and OP,N
 - ✓ Support contracts funded FY04
 - ✓ Software licenses renegotiated and paid
 - ✓ FY05 Exhibit 300 submitted

Where are we now?

- Development
 - ✓ Version v22 in testing
 - ✓ Version v22.1 E-business prototypes for CAC interface, electronic leave request, and imaging interface
 - ✓ Version v22.2 USMC Depot module

Where are we now?

- Operations
 - ✓ FY03 close-out successful
 - ✓ Operations function transferred to NSLC
 - ✓ FY04 Navy reorganization a major impact
 - ✓ DFAS-required changes added to v21.5
 - ✓ SLDCADA v21.5 only FAM interim-approved app
 - ✓ FAM approved Target NMCI application v22

Where are we now?

- Customer Base
 - ✓ More than 144,500 users
 - ✓ Provided demos to Army, Exec Office of the President, Defense Logistics Agency and DoD Education Activity
 - ✓ Target user base keeps growing
 - ✓ Will implement OCONUS with v22

Where are we going?

- Move to performance-based contracts
- Upgrade equipment with OP,N
- Complete OCONUS deployment
- Expand marketing effort
- Prepared hosting requirements
- NSLC designated CDA for NAVSEA

Where are we going?

- SLDCADA v22.0 release FY04
- SLDCADA v22.1 CAC interface, electronic leave request and imaging interface
- SLDCADA v22.2 release USMC Depot

Issues

- Legacy application interface with SLDCADA requires ASN approval
- Information assurance process exhaustive & time consuming
- Navy re-organization
- Security and data encryption
- SLDCADA v22 release

Project Update



Frauke Tuthill

Topics for Discussion

- Time and Attendance Responsibilities
- FY03 Accomplishments
- Navy Realignments
- End of Year Processing
- Production Operations



Time and Attendance Responsibilities



Overview

- Timekeeping Guidelines
- Specific Areas of Responsibility
 - ✓ Timekeeper
 - ✓ Certifier
 - ✓ Customer Service Representative (CSR)
 - ✓ SLDCADA Administrator
 - ✓ SLDCADA CDA

Timekeeping Guidelines

- Agencies must ensure reasonable controls exist to ensure accuracy of T&A data
- Integrity of T&A recorded depends on conscious oversight of supervisors, timekeepers, certifiers, or other approving authority
- Official most knowledgeable of time worked should approve overtime and/or clocks
- T&A should be approved at the end of the last day of the pay period or later

Timekeeping Guidelines

- Agencies' policies control T&A, ensuring that data:
 - ✓ Is recorded promptly, completely, and accurately
 - ✓ Reflects actual work performed and leave taken
 - ✓ Is sufficiently detailed to allow certification
 - ✓ Complies with legal requirements
 - ✓ Is supported by recorded evidence of supervisor review and approval

Timekeeper Responsibilities

- Responsible for self or group of employees
- Record work schedule, shift, and predetermined JON changes
- Record T&A
- Review T&A to ensure accuracy and completeness prior to certification

Timekeeper Responsibilities

- Notify Certifier when T&A is available for certification
- Enter prior pay adjustments
- Notify Certifier when prior pay is available for certification

Timekeeper Responsibilities

- Generate SLDCADA reports
 - ✓ Incorrect Hours
 - ✓ Missing Timecards
 - ✓ Skipped Timecards
 - ✓ Unsent Prior Pay Corrections

Certifier Responsibilities

- Review time for assigned employees to ensure accuracy
- Correct incorrect time or refer to employee/ Timekeeper
- Certify time
- Enter/certify prior pays
- Maintain Primary/ Alternate Timekeepers and Alternate Supervisors

CSR Responsibilities

- Maintain employee data (e.g., shop and supervisor assignment)
- Coordinate with SLDCADA Administrator to grant user access
- Maintain work schedule codes
- Maintain SLDCADA validation tables
- Monitor input of T&A

CSR Responsibilities

- Generate SLDCADA Reports
 - ✓ Centralized
 - Incorrect Hours
 - Skipped Timecards
 - Civilian Employee Additions
 - Civilian Employee Deletions
 - Civilian MER Load Errors
 - ✓ Decentralized
 - Incorrect Hours
 - Uncertified Employees
 - Civilian Employee Additions
 - Civilian Employee Deletions
 - Civilian MER Load Errors

CSR Responsibilities

- Generate DCPS T&A Reports to verify acceptance of time by DCPS
 - ✓ Invalid Transaction Report (P6608R01)
- Generate DCPS Retro Reports
 - ✓ Invalid Transaction Report (P6608R01)
 - ✓ Conversion of Hours (P6607R01)
 - ✓ Missing Time Report (P6606R01)

Administrator Responsibilities

- Provide first line of defense for questions/problems
- Maintain SLDCADA access
- Maintain SLDCADA System News and Customer Service Message windows
- Restore access when users have moved shops
- Unlock accounts
- Maintain Validation and Activity Profile settings

Administrator Responsibilities

- Assign Primary/ Alternate Timekeepers and Alternate Supervisors
- Coordinate with Yorktown operations for batch schedule changes
- Inform SLDCADA users of software upgrades, system downtime, or changes to batch processing times



SLDCADA



CDA Personnel Responsibilities

- Maintain SLDCADA software and documentation
- Provide training classes
- Provide 24/7 Customer Support Center
- Respond to questions and/or problems



SLDCADA



CDA Personnel Responsibilities

- Provide technical expertise to SLDCADA Administrators
- Update data files with employee information from DCPS
- Send SDA T&A file to DCPS Payroll
- Coordinate schedule/processing changes with sites

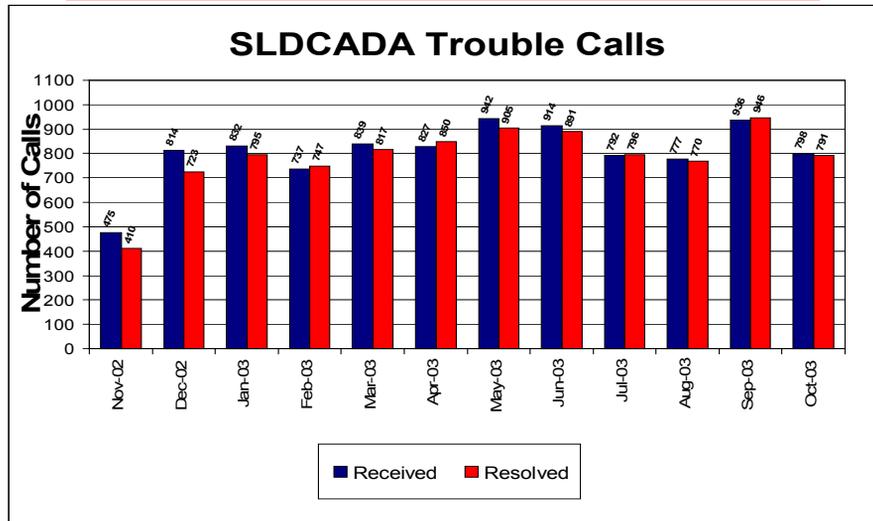


◆ FY03 Accomplishments ◆

FY03 Accomplishments

- Completed Navy Wide Deployment (NAVFAC)
- Assisted activities with fiscal year end closeout
- Provided all activities with day to day general support
- Provided monthly tips
- Transition of Production Operations
- Transition of Customer Service Center
 - ✓ Average Daily Calls: 45

SLDCADA Trouble Calls



FY03 Accomplishments

- Completed development of SLDCADA Version 22.0
- Expected delivery date: April 2004
 - ✓ Web only
 - ✓ Enhancement of user interface
 - ✓ Performance improvement

FY04 Navy Realignments



FY04 Realignments

- Approximately 70,000 civilians realigned
- Commander Naval Installations (CNI)
- Public Works Centers (PWC)
- Marine Corps (MC)
- Atlantic Fleet
- Pacific Fleet





Commander Naval Installations (CNI)



- Single installation management organization responsible for shore installation support to the fleet
- Integrated 98 Naval Activities around the world



Commander Naval Installations (CNI)



- Full CNI Databases
 - ✓ sldn5201 - Headquarters
 - ✓ sldn6002 - SE Region
 - ✓ sldn6003 - NE Region
 - ✓ sldn6004 - Mid-Atlantic Region



Commander Naval Installations (CNI)

- Partial Databases – employees transferred to CNI (new UICs established in existing databases)
 - ✓ NSWC Crane
 - ✓ sldn6201 – NETC East
 - ✓ sldn6202 – NETC Central/West
 - ✓ sldn1104 – NDW
 - ✓ sldn7001 – PSA West
 - ✓ sldn7003 – PACFLT
 - ✓ sldn7004 – CNRSW
 - ✓ sldn7201 – Reserves

Public Works Centers

- Public Works Centers (PWCs)
 - ✓ sldn2503 – NAVFAC PWC
 - ✓ sldn2506 – NAVFAC PWC
 - ✓ sldn2508 – NAVFAC PWC
 - ✓ sldn2509 – NAVFAC PWC
 - ✓ sldn2510 – NAVFAC PWC
 - ✓ sldn2511 – NAVFAC PWC

Marine Corps

- MC HQ sldm2701 - Added new UIC
- MCLB Albany sldm2714 - Three UICs merged into two
- MCRD sldm2706 - Added new UIC
- MC 29 Palms sldm2712 - Two UICs merged into one

Lessons Learned

- When a new UIC (employing activity) is established, SLDCADA MUST be informed.

Lessons Learned

- In SLDCADA
 - ✓ UIC must be added to the database
 - ✓ UIC must be assigned to a financial indicator
 - ✓ UIC must be assigned to an SDA
 - ✓ New shops are created
 - ✓ New JONs are created
 - ✓ New Timekeepers/Certifiers assigned

Lessons Learned

- In DCPS
 - ✓ UIC must be created
 - ✓ UIC must be activated
 - ✓ UIC must be assigned to an SDA
 - ✓ Organization codes are created
- Effective Date in DCPDS/DCPS/SLDCADA should match and be the first Sunday in a pay period

Break

The Conference will resume in



1

minutes



◆ End of Year Processing ◆



EOY 2003 Challenges

- Increased Customer Base
- CSC Transition
- Operations Transition
- Navy Realignments
- DCPDS Server Migration



◆ Production Operations ◆





T&A Process Week 2



SUN	MON	TUES	WED	THURS	FRI	SAT
				Local Timekeeper enters T&A for current two week period.	Local Timekeeper enters T&A for current two week period.	SLDCADA processes T&A. Local Timekeeper reviews SLDCADA Incorrect Hours report. Pay period ends.



T&A Process Week 1



SUN	MON	TUES	WED	THURS	FRI	SAT
New pay period begins.	SLDCADA transmits T&A to DCPS for previous pay period.	Local CSR verifies DCPS reports for previous pay period. DCPS processes pay.			Pay day for previous pay period.	



Production Environment

- Current SLDCADA customer base
 - ✓ Database Servers 4 (2 East Coast, 2 West Coast)
 - ✓ Database Instances 116
 - ✓ Employing Activities 1,353
 - ✓ Active Log-ins 36,615
 - ✓ Accounts 143,657
(136,121 Civilians – 4,597 Military – 2,939 Contractors)

Production Environment

- 116 databases
- 895 production batch processes (biweekly)
- 543 processes with parameters (biweekly)

Production Environment

- Examples
 - ✓ Generation of time and attendance
 - Requires parameter of day code (1-14)
 - ✓ T&A file extract
 - ✓ T&A file transmission to DCPS
 - ✓ DCPS Master Employee Record (MER) file upload
 - ✓ Prior pay process

Production Environment

- Site Responsibilities
 - ✓ Review/Research SLDCADA missing time report
 - Make necessary changes
 - ✓ Review/Research DCPS missing time report
 - Make necessary changes

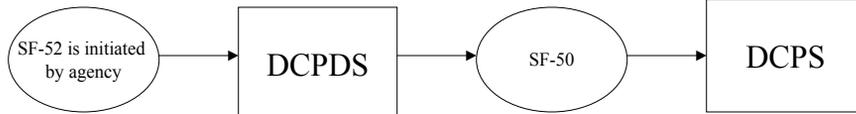
Interfaces

◆ DCPDS - DCPS - SLDCADA ◆

Overview

- Initiating a personnel action
- Data flow from DCPDS - DCPS - SLDCADA
- Difference in terminology between the systems
- Reminders

Initiating a Personnel Action



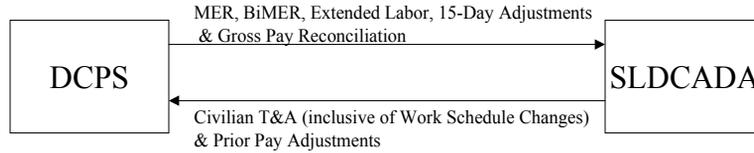
- A personnel action is initiated by an agency via an SF-52 (Request For Personnel Action)
- Information is entered into the DCPDS personnel system.
- An SF-50 (Notification for Personnel Action) is then generated to reflect the change in the DCPDS personnel system.

Items on the SF-50

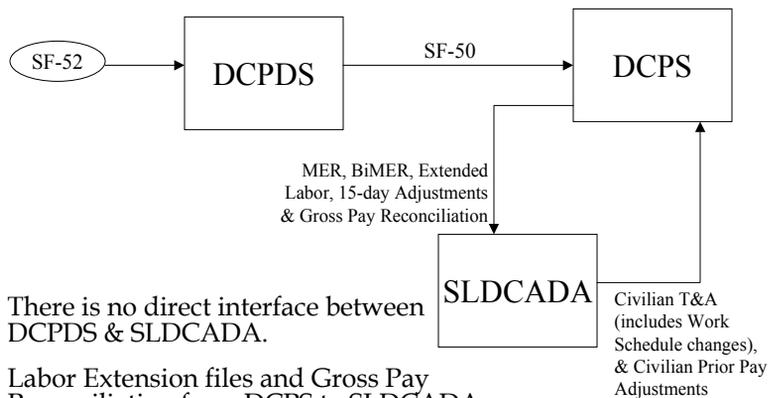
- Items included on the SF-50 that flow into SLDCADA (via the MER/BiMER) include:

Social Security Number	Pay Basis	Duty Station Code
Effective Date	Service Comp Date	UIC
Pay Plan	Work Schedule	Org Code
Occ Code	Cost Center	Step/Rate
Total Salary	FLSA Category	

DCPS - SLDCADA



DCPDS > DCPS > SLDCADA Data Flow



- There is no direct interface between DCPDS & SLDCADA.
- Labor Extension files and Gross Pay Reconciliation from DCPS to SLDCADA are on an as-needed basis.



Difference in Terminology

DCPDS	DCPS	SLDCADA
Cost Center	Org Code	Shop
Occ Code	Series	Occup Series
Step/Rate	Grade/Step	Pay Grade/Step
Total Salary	Annual	Salary
Pay Basis	Pay Basis	Pay Basis Code
Service Comp Date	SCD Leave	Service Comp – Leave
FLSA Category	FLSA	FLSA Indicator
UIC	Employing Activity	Employing Activity
Work Schedule	SCH	Full/Part-time
-	Tour Of Duty	Work Schedule
Duty Station Code	GLC	Geographic Location Code

Reminders

- The Shop in SLDCADA is optionally overlaid. The Employing Activity decides whether to overlay Shop in SLDCADA.
- Work Schedule/Tour Of Duty is not overlaid. The site maintains Work Schedules in SLDCADA. SLDCADA then passes Work Schedule changes to DCPS.

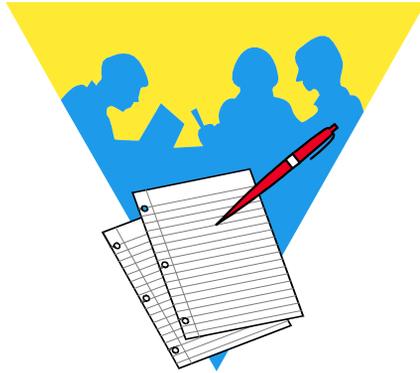
Reminders

- All other fields passed from DCPS are updated in SLDCADA.
- If you do not see a personnel change reflected in SLDCADA, backtrack to DCPS, then to DCPDS to identify the cause.

Reminders

“All three systems need to work together for the common goal of paying employees accurately and timely.”

Customer Satisfaction Survey Results



Becky Nelson

Survey Results

- User Acceptance Testing (UAT) 2/24-2/26/04
- Version 21.5 Monthly Training 2/25/04
- Comparison of Conferences/Training Surveys

Survey Results

- Overall Satisfaction Results
 - ✓ Service >90%
 - ✓ Ease of Use >80%
 - ✓ Documentation >80%
 - ✓ Product Reliability >70%

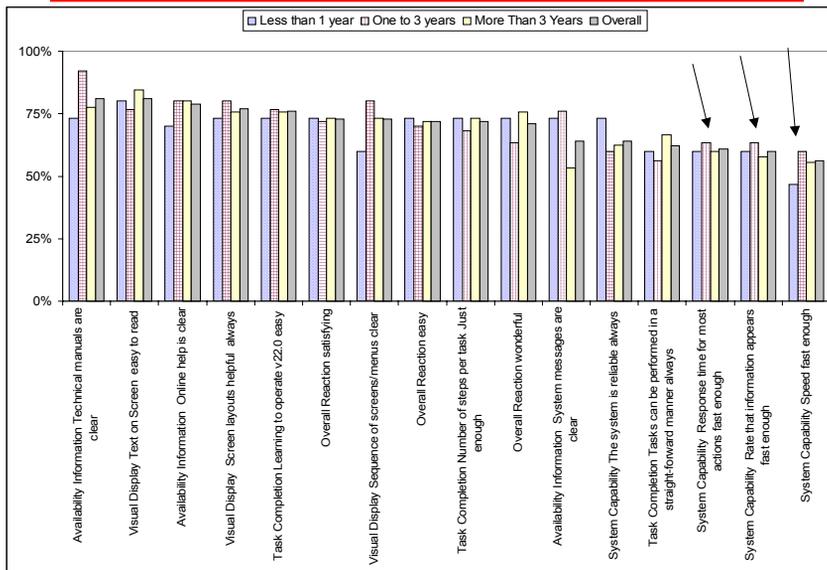
 - ✓ Application Speed <65%

Survey Limitations

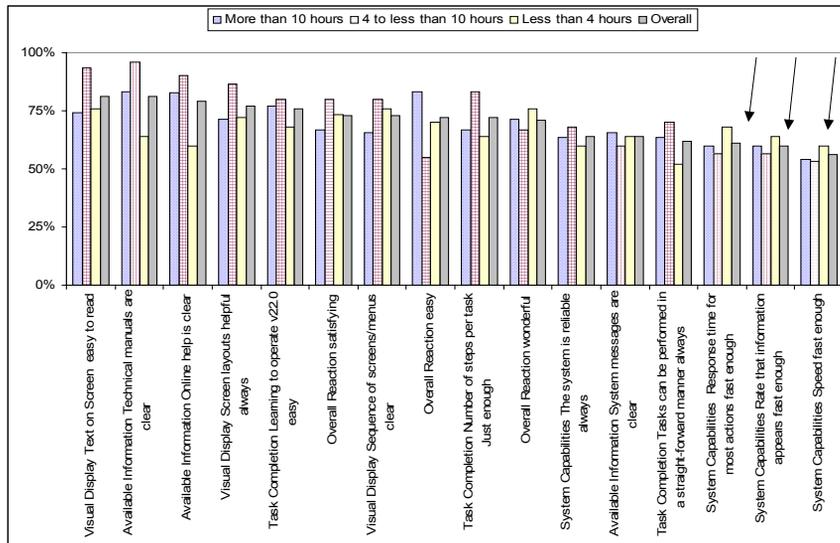
- UAT survey different from Training survey
- Limited number of respondents - all surveys
- Previous Conference surveys did not rate services

UAT Survey Feb. 24-26, 2004

Experience with SLDCADA



Average Hours Used



69

Summary of "Likes" Comments

- Visual updates
- Mass updates
- One application to perform all tasks
- Easy to navigate
- The layout of the screens
- The Web look and feel

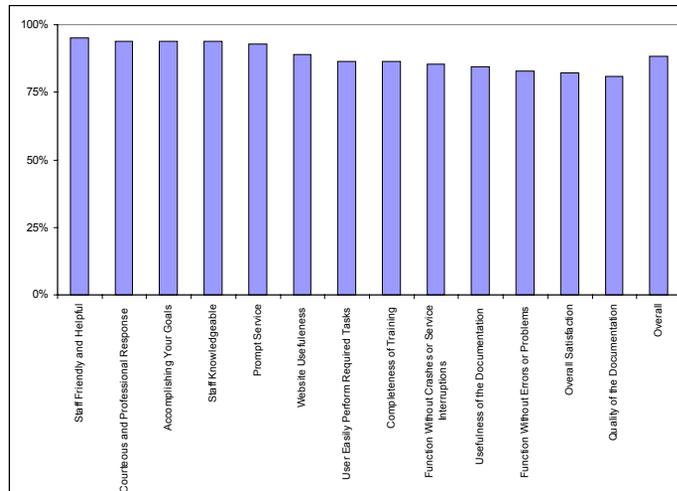
Summary of “Dislikes” Comments

- The speed of the application
- Having to scroll up and down/back and forth
- Having to “clear the cache” periodically

◆ v21.5 Training Survey ◆

Feb. 25, 2004

Survey Results



Product Comment Summary

- Pro:
 - ✓ Training Guide
 - ✓ Completeness of training
 - ✓ Finding information on screen
- Con:
 - ✓ Speed
 - ✓ Limited hands-on training

Service Comment Summary

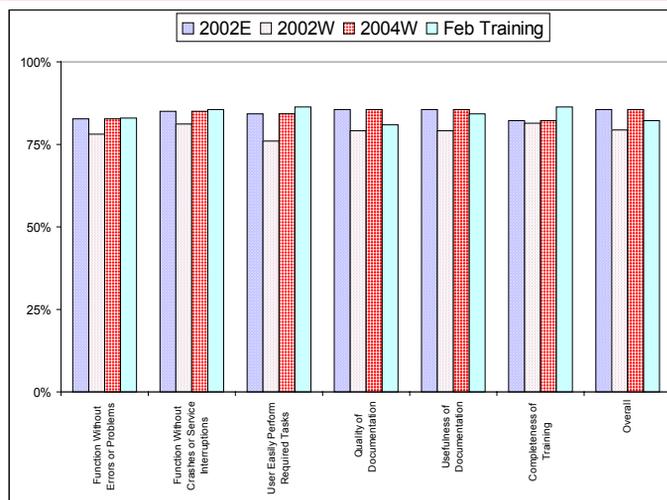
- Pro:
 - ✓ Response time
 - ✓ Response detail
 - ✓ Professionalism
 - ✓ Knowledgeable about product
- Con:
 - ✓ None

◆ Survey Comparison ◆

Survey Comparison

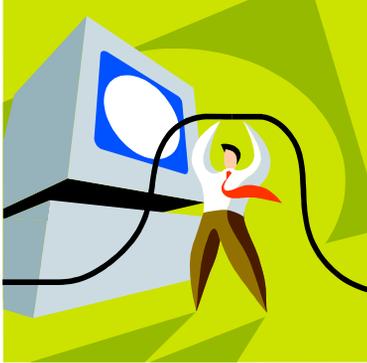
- Number of respondents:
 - ✓ West Coast Conference 2004 72
 - ✓ v21.5 Training 2004 20
 - ✓ Other conferences N/A
- Different atmosphere - Training versus Conference

Product Response Comparison



SLDCADA-NMCI

Status Update



Kevin Jackson



Topics For Discussion

- Terminology
- NMCI Status Update
 - ✓ SLDCADA a Navy Enterprise Application
 - ✓ Upgrade Schedule
 - ✓ NMCI Rollout Issues
- NMCI Release Approval, Prioritization and Scheduling



Terminology

- FAM - Functional Area Manger
- ISF - Information Strike Force
- CTR - Contract Technical Representative
- ACTR - Assistant CTR
- UTAM - User to Application Map
- MAC - Move Add Change order
- SRM - Service Request for Maintenance
- NOC - Network Operations Center

SLDCADA A Navy Enterprise Application

- NAVY FAM Approval for SLDCADA
- Completed installation of 98% of all SLDCADA seats to a NMCI certified application.
 - ✓ Remaining 2% are SYBASE conversions that are in the scheduling process.

NMCI Rollout Issues

- RADIA Push may cause seats with other Oracle applications to fail after rollout.
 - ✓ Developed a post-Radia push document that we provide to NMCI ISF personnel that solves most if not all problems.

NMCI Rollout Issues

- CTR/ACTR must include a User to Application Map (UTAM) with their Move Add Change (MAC).
- The NMCI NOC will issue a Service Request for Maintenance (SRM) for MACs with more than 50 users or machines.
 - ✓ It can take as long as two weeks to process a SRM

NMCI/SLDCADA Post Installation Issues

Topics for Discussion

- Installation Issues
- Connectivity Issues
- How to get help
- Resources

Installation Issues

- SLDCADA was locally installed
- Post-Radia push Oracle configuration
- Interpreting the NMCI installation Instructions
 - ✓ New Installation
- Oracle path statements
 - ✓ Existing installation

Connectivity Issues

- NMCI only has three gateways to the outside world
 - ✓ Norfolk VA
 - ✓ San Diego CA
 - ✓ Pearl Harbor
- SLDCADA has two Operating centers
 - ✓ Mechanicsburg PA
 - ✓ San Diego CA
- Some customers experience an improvement in performance others suffer a loss in performance.
- There are possible solutions, but no silver bullet. They each carry risks and require extensive testing and coordination with each site.

How To Get Help

- Open an NMCI trouble ticket
- Call the SLDCADA Help Desk - 866-817-4332 and let us know you are having problems (we need the NMCI trouble ticket, too)

Resources

- SLDCADA/NMCI Technical tips:
https://www.sldcada.navy.mil/Monthly_Tip_NOV2003.doc
- SLDCADA/NMCI status page:
https://www.sldcada.navy.mil/nmci_status.html

◆ Sensitive But Unclassified (SBU) Information Assurance (IA) Issues ◆

User Responsibilities

- Safeguard SBU and Privacy Act data
 - ✓ Log off when finished
 - ✓ Protect the computer screen from casual observers
 - ✓ Destroy reports (shredding or burning)
 - ✓ Secure reports in an NSA approved container
 - ✓ Don't share information with any one who doesn't have a need to know

Terminal User Responsibility

- Protect your password, do NOT write it down and do NOT divulge it to anyone
- Use only the user ID and password you were assigned
- Protect your keyboard and screen while entering your password
- Do NOT leave your terminal unattended while logged into SLDCADA. Instead, log off or lock your terminal.

Individual Accountability

- SLDCADA accounts are issued for the performance of official duties only. Any other use is strictly prohibited.
- Users cannot certify their own records

Freedom of Information Act

- Enacted in 1966 to provide universal access to official information:
- Categories that are exempt from FOIA:
 - ✓ Classified information
 - ✓ Internal rules and practices
 - ✓ Information denied by other specific withholding statues
 - ✓ Trade secrets and commercial or financial information given in confidence

FOIA (cont.)

- More categories that are exempt from FOIA:
 - ✓ Inter and Intra-Agency Communication
 - ✓ Personal Information Protected by Privacy Act
 - ✓ Investigative information compiled for law enforcement
 - ✓ Reports on financial institutions
- For additional Info on FOIA:
<http://www.defenselink.mil/pubs.foi>

Public Law 93-575, U.S.C § 552a

- Privacy Act of 1974
 - ✓ Virtually all data within SLDCADA contains sensitive but unclassified (SBU) information that is subject to protection from disclosure under the Privacy Act of 1974
 - ✓ Examples of privacy information not releasable to public

Date of Birth	Home Address
Home Tel No.	Home E-Mail
Net Salary	Deductions
Debts	Leave Balance

Your Responsibility

It is **your responsibility** to protect
employee information that you
process!

Increased Security Posture

- Monitor GUI client connections
 - ✓ Some GUI clients are not configured correctly to support encryption.
 - ✓ Web client provides an encrypted connection with SSL.
- Naval message reminding major claimants of their responsibilities with SLDCADA
 - ✓ COMNAVSEASYSKOM DTG 090028Z FEB 2004
Subject: Standard Labor Data and Distribution

IA Issue

- Not all SLDCADA users are using Advance Security Option (ASO) for Oracle Client
 - ✓ SLDCADA contains SBU data.
 - ✓ Without ASO, user connections are not encrypted.
 - ✓ Servers are configured to request encryption
 - Changing server configuration to require encryption will disenfranchise about 30% of the user base.
- Larger issue than SLDCADA
 - ✓ Navy Firewall Policy requires SQLNET traffic that pierces a Navy firewall to be encrypted.
 - ✓ NMCI pushed an incorrect configuration.

Background

- SLDCADA originally packaged with Oracle 8.1.6 (which included ASO)
- Some sites require older versions of Oracle client so other applications can run (i.e. MODERN and FASTDATA)
- Some sites migrated to Oracle client 8.1.7 and 9i on their own or as part of NMCI rollout: No consideration for ASO.

Discussion

- Servers were configured early on to allow encryption but not require it.
 - ✓ Many Navy and DoD enterprise applications were not capable of supporting new versions of Oracle.
- SLDCADA as a program was ahead of its time in relationship to other Navy and DoD applications.

Scope of the Problem

- SLDCADA Client/Server GUI only
 - ✓ Encryption active: 73%
 - ✓ Encryption not active: 25%
 - ✓ ASO not installed: 3%



Action Plan

- Identified down to desktop which systems need upgrading by database instance.
- Developed steps to identify and correct problem with each desktop.
 - ✓ Developed a DLL replacement package for non-NMCI customers.
 - ✓ Distributed information to sites.
- Sites have submitted trouble reports to NMCI for NMCI managed seats.
- Change servers to require mandatory encryption.



NMCI Response

- NMCI will make available a new Oracle instance for distribution on April 1, 2004.
 - ✓ The solution causes all Oracle applications to be repackaged without their oracle client software
 - ✓ The Oracle instance will contain ASO as a separate package
- CNRNW has received a copy of the repackaged oracle and has corrected the problem. (Success!)

Recommendations

- Aggressively pursue correcting client issues regardless of who is responsible for updating and maintaining their workstations.
- Users need to check with vendors to upgrade application with ASO compliant versions.
- (Other Oracle-based applications such as MODERN, FASTDATA)

◆ SLDCADA PKI Policy ◆

PKI Policy

- DOD requires that private Web servers enforce PKI on 1 April 2004.
- DOD employees and their contractors need either soft certificates (on a floppy) or CAC.

Guidance for DoN Deployment

- All DoN commands and personnel obtain CAC-based PKI certificates
 - ✓ Sign and encrypt e-mail
 - ✓ Access to private web servers
 - ✓ Cryptographic based network logon
- Includes military, civilian, and eligible contractors

How ready is your Command?

- Do your Web sites have a DoD-issued certificate?
- Do your personnel have a DoD-issued certificate?
- Are your email clients set up to sign email?
- Are your email clients set up to encrypt email?

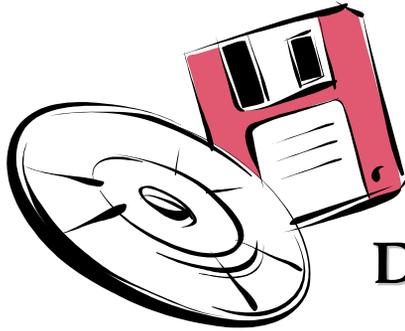
PKI Information

- PKI
 - ✓ <https://infosec.navy.mil/PKI>
 - ✓ www.defenselink.mil/nii/org/sio/ia/pki/.html
 - ✓ dodpki.c3pki.chamb.disa.mil
- CAC
 - ✓ www.dmdc.osd.mil/smartcard
 - ✓ <https://es.cac.navy.mil>

Lunch Information Exchange



Version 22.0 Overview



Debra Hill-Cherry

Overview

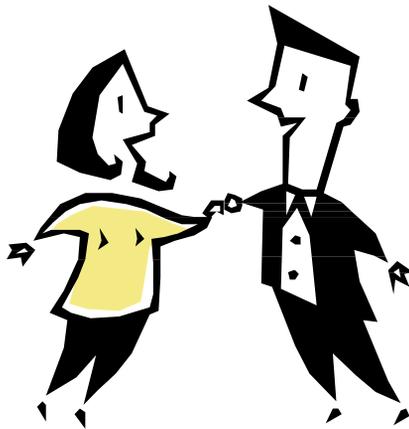
- Vision
- Development Focus
- Development Objectives
- Development Technology
- What's New?

Our Vision

- SLDCADA... the DON standard
- SLDCADA... the DOD standard
- SLDCADA... the one constant for government personnel worldwide



Focus



Yielding to
Our
Users



Objectives

- Performance
- Usability
- Simplicity
- Smart Interface
- Customizable Interface

Technology

- HTML
- XML, XSLT
- Oracle Relational Database Model
- Single Sign-On (SSO) and Lightweight Directory Access Protocol (LDAP)
- Adobe PDF Reports
- Java, Javascript, Java Server Pages, Java Servlets, C++

What's New

- THE BIG 3!
 - ✓ Exclusively Web
 - ✓ Improved performance (on-demand processing)
 - ✓ Provide privacy for multiple UICs in one database



What's New

- Search Functionality
 - ✓ Search screen replaced by SLDCADA Navigation Tree
 - ✓ Retention of search values
 - ✓ Canned searches (Skipped, Uncertified, Employee Type)
 - ✓ Multi-selection of search criteria values



What's New

- Search Functionality
 - ✓ Type Hour Code search added to Hours Summary reports
 - ✓ AWS search added to Employee Work Schedule report
 - ✓ Employing Activity search added to Certification reports



What's New

- General
 - ✓ Access to window-level contextual help
 - ✓ Find by functionality
 - ✓ Sort functionality
 - ✓ More auditing



What's New

- Employee
 - ✓ Mass Employee Updates
 - ✓ Enhanced Future Employee Update functionality
 - ✓ Copy Week 1/2 Feature
 - ✓ Personal Work Schedules
 - ✓ Tab/Field Level Menu Security

What's New

- Labor
 - ✓ Quick access to "My T&A"
 - ✓ T&A input (both weeks on one screen)
 - ✓ Quick access to the employee record from Time & Attendance
 - ✓ Military/Contractor prior pay corrections allowed

What's New

- Labor
 - ✓ Modification of clocks in Prior Pay Corrections
 - ✓ Display the actual date under the day abbreviations (MM/DD).
 - ✓ Display calculated time present in the clocks section
 - ✓ Tab/field level menu security



What's New

- Labor
 - ✓ Pre-fill of holiday available
 - ✓ Online generation of hours
 - ✓ Access to a log of Prior Pay Changes
 - ✓ Group Certify/Uncertify



What's New

- Job Order Numbers (JON)
 - ✓ One JON window
 - ✓ Wild card JON search
 - ✓ Added Start date and Stop date



What's New

- Job Order Numbers (JON)
 - ✓ Allow additional type hour codes so that JONs used for regular, overtime, comp time, etc. will appear in the JON drop down on the Time & Attendance window
 - ✓ New "JON required" option
 - ✓ New screen to restrict JONs by Shop



What's New

- Other
 - ✓ Employing Activity Mass Updates
 - ✓ Enhanced Batch Error Reporting
 - ✓ Enhanced Overtime Authorization/Request
 - ✓ Categorized Reports By Topic



What's New

- Other
 - ✓ Text/HTML formatting added to the News Message Maintenance
 - ✓ Window context help access
 - ✓ Find By/ Sort functionality
 - ✓ More auditing



What's New

- Other
 - ✓ Four in/out times on the timesheet
 - ✓ Required fields indicated by *



What's New

- New Reports
 - ✓ Timecard Input
 - ✓ User Profile
 - ✓ Additional Certification format (2 weeks on 1 page)
 - ✓ Holiday Discrepancies
 - ✓ Prior Pay Certification



Announcing...



Name
Version 22.0-00

Production Date
TBA

Length
20+ years and counting...

Weight
Minimal Wait



Break

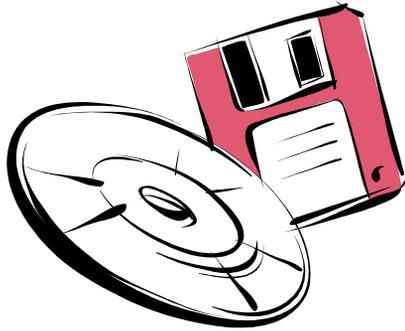
The Conference will resume in



1

minutes

E-Business Pilot



Tim Sledge



SLDCADA CAC



SLDCADA CAC Objectives

- Authenticate SLDCADA users with individual PKI certificates stored on Common Access Cards (CACs)
- Provide electronic reminders for leave request approvals and T&A certification
- Store and view scanned documents
- Archive data for six years
- Electronically input leave requests and approvals

Connecting to SLDCADA with the CAC

- Open Internet Explorer
- Select the SLDCADA URL
- Select your certificate and click OK

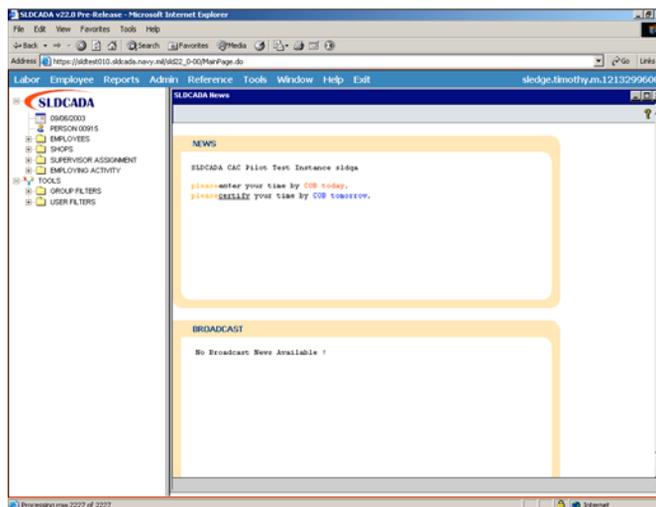


Connecting to SLDCADA with the CAC

- Enter your PIN and click OK

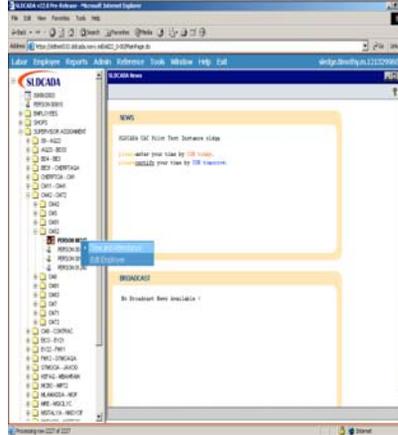


Connecting to SLDCADA with the CAC



Electronic Notifications for Certification

- Right-click on an employee and select Time and Attendance



Electronic Notifications for Certification

- Enter and save your T&A data
- Click the mailbox button to send e-mail to the employee's primary and alternate supervisors

Time and Attendance

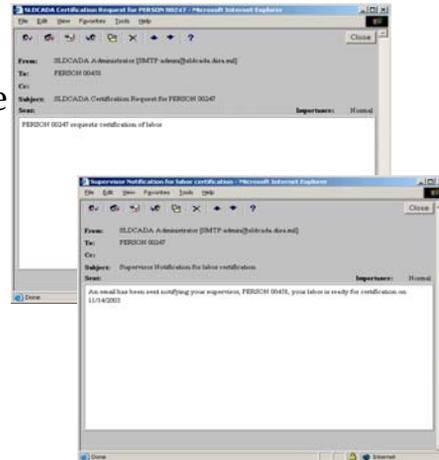
Emp ID: 225609432 Emp Name: PERSON 00247 Emp Type: Civilian Pay Period Ending Date: 09/06/2003

Week 1 (08/30/2003) EVY: Digital Signature: Leave Bypassed:

Row	JON	Per Shop*	Sub Shop	Ehz	ND	THC*	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Inj Date	Su	
							08/24	08/25	08/26	08/27	08/28	08/29	08/30				
1	SPRNHD	0405L				RG		9.0	9.0	9.0	9.0	8.5		44.5			
End																	
							Actual Totals:	9.0	9.0	9.0	9.0	8.5		44.5			
							Schedule Totals:	9.0	9.0	9.0	9.0	8.5		44.5	80.0 PP Total		

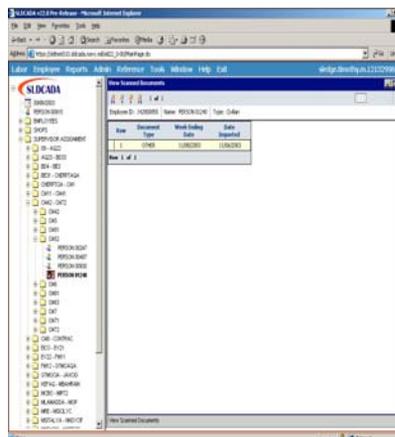
Electronic Notifications for Certification

- SLDCADA sends a standard message to the supervisor
- SLDCADA also sends a copy to you



Scanned Documents

- Click the Scanned Documents button on the T&A window or select Scanned Documents from the Labor menu
- Double-click the document you want to view

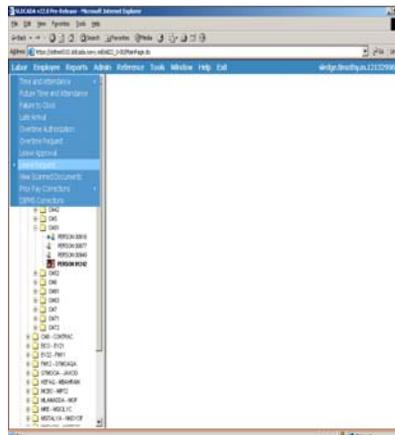


Six-year Archive

- SLDCADA will automatically archive certification data to a separate database
- You will be able to access archived data through reports within the SLDCADA application

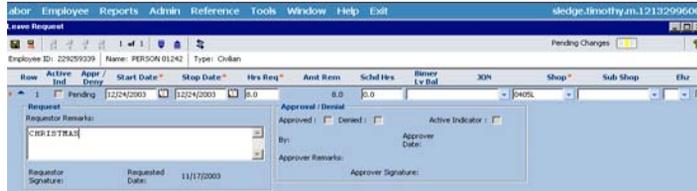
Leave Request

- Select an employee on the tree and select Leave Request from the Labor menu



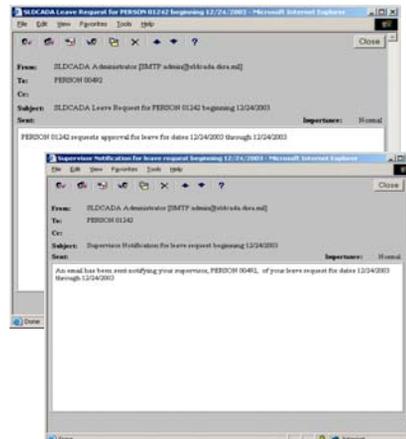
Leave Request

- Enter the new leave request



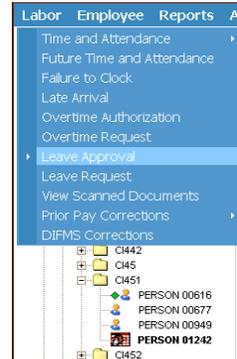
Leave Request

- SLDCADA sends e-mails to the employee's supervisors and to the employee
- If a CAC card is used for authentication, SLDCADA stores a digital signature with each request



Leave Approval

- Select an employee on the tree and select Leave Approval from the Labor menu



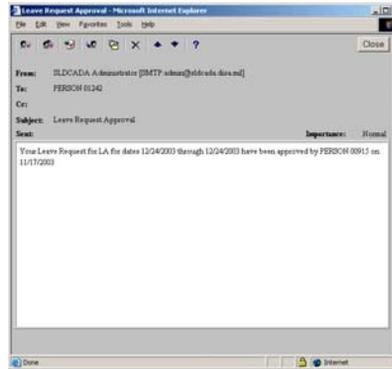
Leave Approval

- Approve or deny the leave request



Leave Approval

- SLDCADA sends an e-mail to the employee



Leave Approval

- If a CAC card is used for authentication, SLDCADA stores a digital signature with each approval or denial



Closing Remarks



Karen Buck

**Frauke
Tuthill**



SLDCADA



Users' Conference

10 March 2004

*Building tomorrow's solutions today
...as your logistics partner*



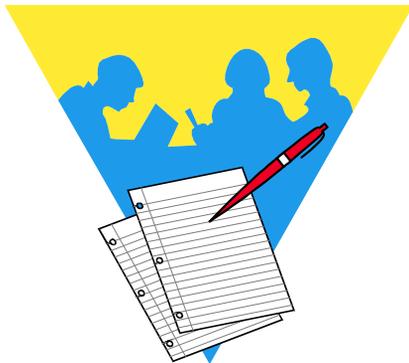
Questions & Answers



SLDCADA Team



DCPDS Overview

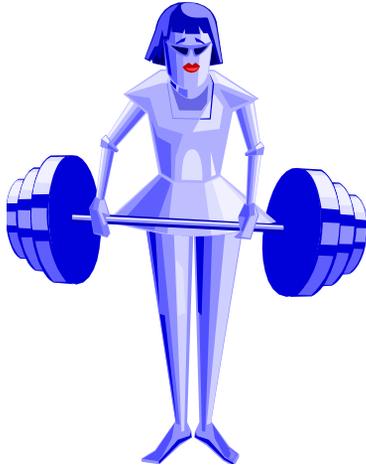


Teresa Green





CSR/Timekeeping Training



SLDCADA Training Team



Naval Sea Logistics Center



157

Break

The Conference will resume in



1

minutes

CSR/Timekeeping Training (cont.)



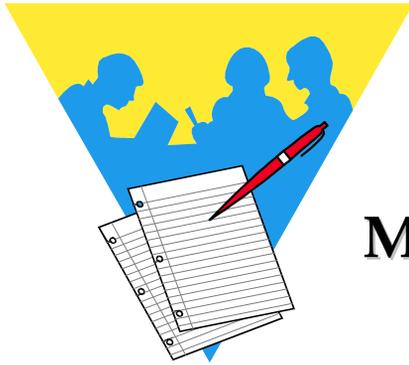
**SLDCADA
Training Team**



Lunch



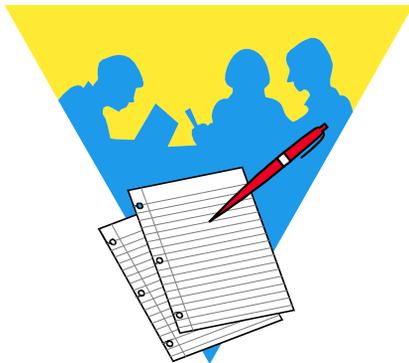
STARS-FL



Michael Christmas



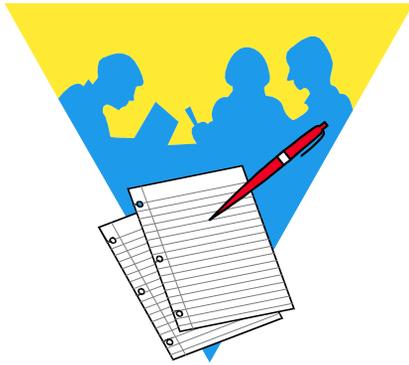
myPay Update



Tom Murray



DCPS Training



Sharon Hughes
Nancy Hood



DCPS Training



Break

The Conference will resume in



1

minutes



DCPS Training (cont.)



Closing Remarks



Karen Buck
Frauke Tuthill

SLDCADA



Users' Conference

11 March 2004

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Questions & Answers



DCPS Team



DCPS Training (cont.)



Break

The Conference will resume in



1

minutes



DCPS Training (cont.)



Lunch



Questions & Answers



DCPS Team

DCPS Training (cont.)



Break

The Conference will resume in



1

minutes

DCPS Training (cont.)



Closing Remarks



Karen Buck
Frauke Tuthill