



DEPARTMENT OF THE NAVY
VICE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON (20350-2000)

DEPARTMENT OF THE NAVY
ASSISTANT SECRETARY OF THE NAVY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
1000 NAVY PENTAGON (20350-1000)
WASHINGTON, DC

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JOINT MEMORANDUM

From: Vice Chief of Naval Operations
Assistant Secretary of the Navy (Financial Management and
Comptroller)

Subj: STANDARDIZATION OF BUSINESS PROCESSES THAT IMPACT
FINANCIAL TRANSACTIONS

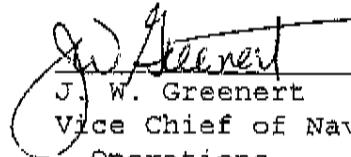
1. Today more than ever, the Department of Navy (DON) needs to standardize its business processes and improve the quality and accuracy of its business and financial information at all levels to optimize resources available to the warfighter, improve readiness, and accelerate transition to a more standard business environment, to include Navy Enterprise Resource Planning (N-ERP).
2. In support of these goals, the Office of the Assistant Secretary of the Navy (Financial Management and Comptroller) (OASN(FM&C)) is undertaking the significant task of standardizing those business processes that result in recording and reporting financial transactions. This includes establishing a comprehensive inventory of existing and targeted DON business processes, documenting variations, identifying the most efficient way to execute each process, and then assisting organizations in migrating to a standard DON practice that complies with federal financial management standards.
3. This is not solely a financial management exercise. DON business processes cross all functional areas, including operations, human resources, facilities, logistics, contracting, and budgeting. This initiative will require support from all business domains, but the return on investment to the warfighter, readiness and improved information is significant.

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4. You will be contacted in the near future to discuss the resources and support required from your staffs as we undertake this critical initiative. Thank you in advance for your cooperation and support for this effort.

5. Echelon II addressees are requested to forward this memorandum to their subordinate organizations.


Gladys J. Commons
Assistant Secretary of the Navy
(Financial Management and
Comptroller)


J. W. Greenert
Vice Chief of Naval
Operations

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