

BPS Governance

The BPS Program is overseen by a dedicated group of the Department of the Navy's (DON) senior leadership and Command representatives working together on a constant basis to document and support enterprise-wide process standardization.

Executive Governance Board

BPS Oversight Committee

BPS Working Group

Ultimately, all organizations within the DON will be included in the BPS Program. Representatives from the following organizations will be active participants in the BPS Program via the BPS Working Group:

- Bureau of Medicine and Surgery (BUMED)
- Fleet Forces Command (FFC)
- Military Sealift Command (MSC)
- Naval Air Systems Command (NAVAIR)
- Naval Facilities Engineering Command (NAVFAC)
- Naval Reserve Forces Command (RESFOR)
- Naval Sea Systems Command (NAVSEA)
- Naval Supply Systems Command (NAVSUP)
- Navy Installations Command (CNIC)
- Office of Naval Intelligence (ONI)
- Office of Naval Research (ONR)
- Space and Naval Warfare Systems (SPAWAR)
- US Pacific Fleet (PACFLT)



WHO WE ARE

The Office of Financial Operation (FMO), under the Assistant Secretary of the Navy, Financial Management and Comptroller acts on behalf of the Department of the Navy (DON) and is responsible for financial and accounting matters.

FMO leads financial programs and activities designed to improve the way the DON does business and support the warfighter.

As Department of Defense (DoD) directives and policies are set for financial efficiency, effectiveness, and transparency, FMO reports on financial data and develops and manages accounting and finance related programs to help Commands comply with DoD requirements.

CONTACT INFORMATION

For more information on FMO and its BPS effort, visit <http://www.fmo.navy.mil> or contact:

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Office of the Assistant Secretary of the Navy,
Financial Management and Comptroller
(OASN, FM&C)

The Office of Financial Operations (FMO)

Business Process Standardization (BPS)



BPS Overview

What It Is. Business Process Standardization (BPS) is the discipline of analyzing and then standardizing current business processes and their components in terms of effectiveness, efficiency, and added value contribution to the objectives of the business.

FMO's BPS Program is designed to support the Department of the Navy (DON) in meeting its audit readiness goals by reducing variations in business processes that impact financial events.

How It's Done. Through the BPS Program, FMO analyzes existing processes and works with Commands to reduce variations that occur at the lowest echelons. As processes are finalized, FMO also assists the Commands in documenting, implementing, and training personnel on the approved standard processes.

Its Impacts. The BPS Program will better position the DON to support its audit readiness position and more effectively allow for the implementation of low cost, low risk, and high-performing financial management solutions. Standardized and documented business processes allow auditors to have a greater understanding of the financial environment, which will improve efficiencies in audit testing.

"The responsibility for carefully overseeing DON's resources requires continual efforts to improve transparency and accountability through improved financial systems and reporting."

*-Honorable Gladys Commons
ASN, FM&C*

Objectives

Strategy



BPS strives to:

- Standardize the methods used to execute financial business practices that result in the posting of financial transactions across the DON Commands
- Reduce variation in business processes that impact financial events
- Reduce process variation at multiple echelon levels

Key BPS benefits include:

- Increased economies and efficiencies gained from standard practices across the DON
- Accelerated audit readiness and Federal Financial Management Improvement Act (FFMIA) compliance



FMO is working to ensure the success of the BPS Program by leveraging enterprise commitments and addressing standardization with a top-to-bottom approach. Key strategic elements of this approach include:

Executive Engagement:

- Execute strong governance with senior leadership support
- Inform and engage senior leadership from the Secretariat to Command level as requested by Congress

Command Involvement:

- Consider the unique objectives and organizational structures at each Command
- Encourage Commands to share their perspective; workshops will be held to facilitate communications across all Commands
- Facilitate compromise at execution levels to achieve standardization

Consistent Communications:

- Deliver frequent and informative communications, including BPS Program updates, to key stakeholders
- Distribute additional communications to other stakeholders on important aspects of the overall effort

Audit Readiness. FMO is committed to supporting the DON in achieving full audit readiness. Through its programs, FMO aims to facilitate the standardization and open communication that must take place around fiscal responsibility and auditability, ultimately improving decision-making processes and mission effectiveness.

