



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

P.O. Box 2965

Portland, Oregon 97208



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To: All District Managers

From: Deputy State Director for Resource Planning, Use, and Protection

Subject: TSIS/CBS Interface Contract Administrator Participation DD: 4/21/2008

The Bureau of Land Management (BLM) is now developing the interface to share data between the Timber Sales Information System (TSIS) and the Collections and Billing System (CBS), called the *TSIS/CBS Interface*. The TSIS/CBS interface will help us comply with the Federal Information Security Management Act of 2002 and will develop direct connections between TSIS and the Federal Business Management System (FBMS). More efficient, less redundant business practices will result.

We want to assure that the TSIS/CBS Interface works effectively for TSIS field users. Towards this end, **we seek one or two Contract Administrators from Field Offices** to provide critical process information and to participate in weekly conference calls, meetings, and upcoming workshops.

**Background:** CBS is a bureau-wide, centralized collections and billing system to manage the day-to-day financial transactions of all BLM offices. TSIS is used to manage district activities and procedures associated with timber sale contract administration. TSIS is the source for validating and tracking the value of timber sale products. Currently, data are entered into one system (TSIS), printed out, and then entered into the other system (CBS) for accounting. This process is inefficient and provides opportunities for errors.

The TSIS/CBS Interface is intended to efficiently link the data needed by both systems. For example, the interface will allow data for the billing of TSIS resources to be entered and computed in TSIS, with information then reflected in CBS to print, send, and track the bill. Additionally, data for the collection of BLM money will be entered and tracked in CBS and the information will be reflected in TSIS. Thus, the interface eliminates duplicate entry of data. The TSIS/CBS Interface project will be designed and built around the FBMS-version of CBS.

**Time Requirements:** The team would function for six months to about one year as needed.

### **TSIS CBS Interface Functional Specification Documentation Project Schedule**

<u>COMPONENT</u>	<u>TARGET DATE COMPLETED</u>
Billings	March - April 2008
Collections	April
Adjudications	May
Reconciliation	June
Sales Number Authorization	July
Customer	August
Refund Authorization	September
Reports	???

#### **Conference Calls**

For now, weekly phone meeting on Wednesdays, 9:00 am - 10:30 am (PDT)

#### **TSIS Workshop**

Scheduled for the week of May 19-23, 2008, in the Oregon State Office, room G3.

Please send names of interested Sale Administrators to Jeannette Griese, Silviculture Forester, by email at [Jeannette\\_Griese@blm.gov](mailto:Jeannette_Griese@blm.gov) or by phone at 503-808-6182.

**Districts with Unions** are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by  
Michael S. Mottice  
Deputy State Director for  
Resource Planning, Use and Protection

Authenticated by  
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