

**OFFICE OF THE
CHIEF FINANCIAL OFFICER**

FUNCTIONAL DIRECTORY

**March
2007**

U.S. Department of Energy

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OFFICE OF THE CHIEF FINANCIAL OFFICER CF-1



James T. Campbell
Acting Chief Financial Officer

Contact Us:

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FAX: (202) 586-7366

Office of the Chief Financial Officer
U.S. Department of Energy
1000 Independence Avenue, SW
Suite 4A-253
Washington, DC 20585

What We Do

The Office of the Chief Financial Officer has overall responsibility for the Department's finance and accounting operations, financial policies, corporate information systems, budget formulation and execution, program analysis and evaluation, internal review and working capital fund. In addition, it is responsible for ensuring the efficiency, accuracy, and integrity of the Department's accounting and financial data, and for providing accounting and financial support to programmatic and other Departmental officials. We are recognized as leaders within DOE and throughout Government for sustained financial excellence and innovative solutions.

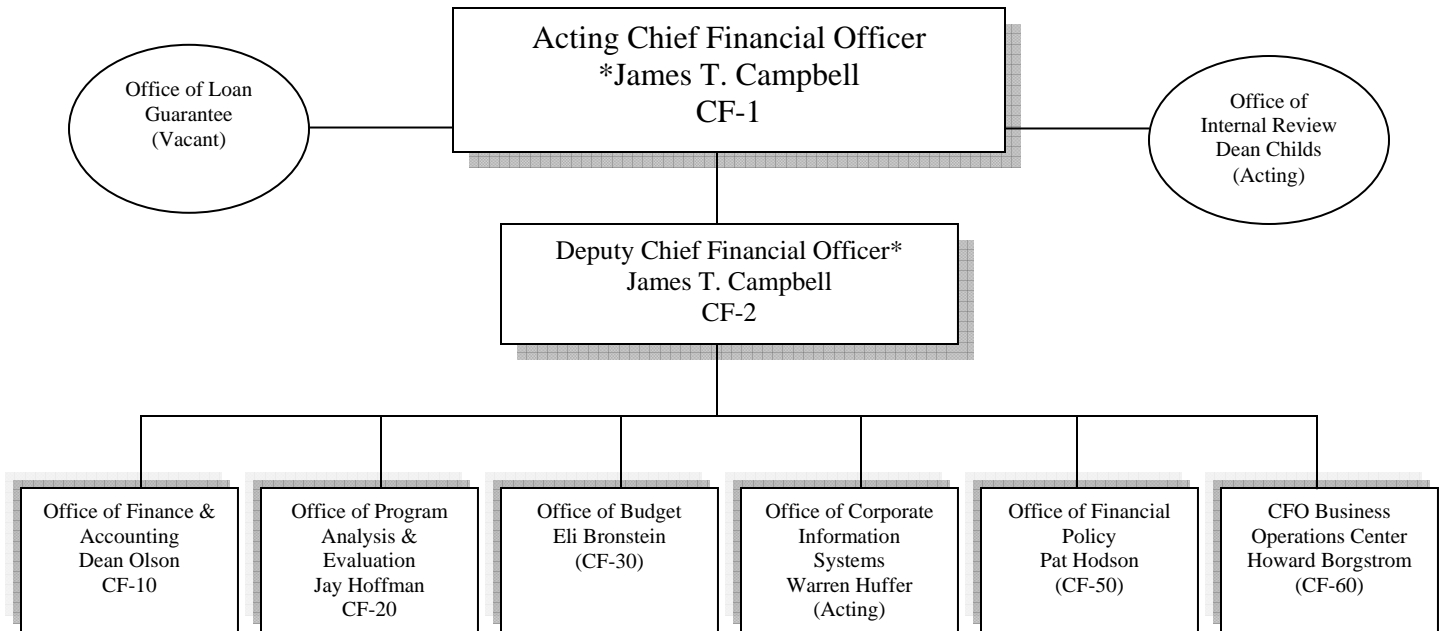
Who We Are

The Office of the Chief Financial Officer assures the effective management and financial integrity of Department of Energy programs, activities, and resources by developing, implementing, and monitoring Department-wide policies and systems in the areas of budget administration, program analysis and evaluation, finance and accounting, internal controls, corporate financial systems, and strategic planning.

The Office of the CFO is a catalyst for securing our Nation's energy future and scientific revitalization by providing:

- Meaningful, accurate and timely financial information and analysis;
- Reliable, efficient and effective business systems and processes;
- Insightful and sound long-range plans and budgets;
- Financial integrity and performance accountability.

CHIEF FINANCIAL OFFICER ORGANIZATION CHART

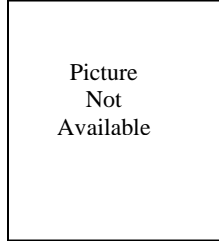


OFFICE OF THE CHIEF FINANCIAL OFFICER FUNCTIONAL DIRECTORY

Function	Primary POC & Phone
Administrative Support	Agnes Johnson, 6-4171
Assistant to Deputy CFO/Acting CFO	Kristin Draude, 6-5963
Deputy CFO/Acting CFO	James Campbell, 6-4171
DOECASTS/CFO Originated	Kristin Draude, 6-5963
Executive Correspondence Review/Editing	Kristin Draude, 6-5963
Report Preparation/IRV	William Johnson, 6-4157
Report Preparation /Weekly, 30-60-90	Kristin Draude, 6-5963

OFFICE OF INTERNAL REVIEW

CF-1.2



Director (Vacant)

Contact Us:

Main: (301) 903-2551

FAX: (301) 903-2550

U.S. Department of Energy
 1000 Independence Ave., SW
 Room 4H-051
 Washington, DC 20585

What We Do

The Office of Internal Review ensures effective oversight and stewardship of the Department’s financial resources as required by the Chief Financial Officers Act of 1990 by: planning and managing a comprehensive Financial Management Oversight Program; implementing an effective Management Control Program; managing the Department’s audit resolution and follow-up activities; and providing a corporate financial review, analysis and reporting capability for the Chief Financial Officer (CFO).

Who We Are

The Office of Internal Review manages various corporate oversight, analysis and reporting programs that provide products and services to Department of Energy customers, the Office of Management and Budget, the Government Accountability Office, Congress and other Federal agencies and customers. These programs include:

Function	Point of Contact	E-Mail	Telephone
Financial Management Oversight	Dean Childs	Dean.childs@hq.doe.gov	301-903-2560
Internal Controls (FMFIA, FFMIA, OMB Circular A-123)	Mindy Bledsoe	Mindy.bledsoe@hq.doe.gov	301-903-2553
		Brian.boos@hq.doe.gov	301-903-3858
Performance & Accountability Report (PAR)	Lynn Harshman	Lynn.harshman@hq.doe.gov	301-903-2556
Laboratory Directed R&D (LDRD)	Richard Heller	Richard.heller@hq.doe.gov	301-903-4422
Functional Support Cost	Richard Heller	Richard.heller@hq.doe.gov	301-903-4422
Carryover Balance Reporting	Genoa Mitchell	Genoa.mitchell@hq.doe.gov	301-903-1243
Erroneous Payment Reporting and Recovery Auditing	Ben Chatterson	Ben.chatterson@hq.doe.gov	301-903-4184
Management Representation Letter	Tammi Garnand	Tammi.garnand@hq.doe.gov	301-903-4732
IG/GAO Audit Resolution	Merley Lewis	Merley.lewis@hq.doe.gov	202-586-3469

Find out More - please contact Dean Childs on (301) 903-2551.

OFFICE OF FINANCE AND ACCOUNTING

CF-10

Director, Dean Olson

Contact Us

Main: (301) 903-5887

FAX: (301) 903-6702

U.S. Department of Energy

19901 Germantown Road

Room D-211

Germantown, MD 20874

What We Do

The Office of Finance and Accounting (OFA) provides Department-wide central accounting and financial management services, accurate and timely financial reporting, auditable financial statements, and financial management support to DOE Headquarters program offices.

Who We Are

OFA provides products and services to its Department of Energy customers, to the Office of Management and Budget, U.S. Treasury, and other Federal agencies, and to a wide range of external customers and stakeholders. These services include:

Function	Contact	E-Mail	Telephone
Accounting Operations	Kevin Majane	kevin.majane@hq.doe.gov	301-903-4065
Allocations (HQ)	Bill Robinson	bill.robinson@hq.doe.gov	301-903-3506
Financial Reporting	Jeff Carr	jeffrey.carr@hq.doe.gov	301-903-2506
Financial Statements	Rick Loyd	rick.loyd@hq.doe.gov	301-903-4190
Payroll	Payroll Customer Service Representative	CSRHelpDesk@hq.doe.gov	301-903-4433
Program Liaison	Dean Olson	dean.olson@hq.doe.gov	301-903-4399
Travel	Travel Customer Support	Accounting.Customer@hq.doe.gov	301-903-2500

Find Out More

For more information on OFA products and services, or to schedule an appointment with OFA, please contact Sharll Hane on 301-903-5887.

Additional Resources

For additional resources check out the Energy Finance and Accounting Service Center Functional Directory at <http://www.cfo.doe.gov/efasc/efascdirectory.pdf>

OFFICE OF PROGRAM ANALYSIS AND EVALUATION

CF-20



Director, Jay Hoffman

Contact Us

Main: (202) 586-1911

FAX: (202) 586-6969

U.S. Department of Energy
 1000 Independence Ave., SW
 Room 4D-035
 Washington, DC 20585

What We Do

The Office of Program Analysis and Evaluation (PA&E) provides independent analytical products and advice to the Department’s senior leadership team, through the Chief Financial Officer, on planning, execution, measurement and evaluation of the Department's program activities.

Products and services include:

- Department-wide Strategic Planning
- Executive Dashboard
- Joule Database Administration
- Mission Need Statement Review
- Multi-Year Planning
- Performance & Accountability Report (PAR)
- Performance Measure Formulation
- President’s Management Agenda
- Program Evaluation (including OMB’s PART)

Who We Are

In accomplishing its mission, PA&E works closely with program office planning and evaluation colleagues and the Office of Management and Budget (OMB). Points of contact for PA&E include:

Function	Point of Contact	E-Mail	Telephone
Director/President’s Management Agenda	Jay Hoffman	Jay.Hoffman@hq.doe.gov	202-586-1911
Analysis & Evaluation	Michael Scott	Michael.Scott@hq.doe.gov	202-586-6289
Strategic & Multi-Year Planning	Stephanie Daugherty	Stephanie.Daugherty@hq.doe.gov	202-586-8971

Find Out More

For more information on PA&E products and services, or to schedule an appointment with PA&E, please contact Patricia Poole-Shirriell on 202-586-1911.

OFFICE OF BUDGET

CF-30

Contact Us

Main: (202) 586-4180

FAX: (202) 586-4504

Director, Eli Bronstein

U.S. Department of Energy
1000 Independence Avenue, SW
Room 4A-201
Washington, DC 20585

What We Do

The Office of Budget provides budget and financial management services, including the formulation, execution, analysis, and defense of the Department of Energy budget; the management of the corporate funds control process; and acts as the external liaison on all matters related to the budget.

Who We Are

The Office of Budget provides products and services to its internal Department of Energy customers (both Headquarters and Field), to the Office of Management and Budget, to the Congress of the United States, and to a wide range of external customers and stakeholders. These services include:

Function	Point of Contact	E-Mail	Telephone
Director	Eli Bronstein	eli.bronstein@hq.doe.gov	202-586-2955
Deputy Director	Joann Luczak	joann.luczak@hq.doe.gov	202-586-6985
Scheduling and Support	Paulette Tull	paulette.tull@hq.doe.gov	202-586-4180
Program Budget Liaison and Analysis	Adrienne Moss	adrienne.moss@hq.doe.gov	202-586-4049
External Coordination	Terri Lee	terri.lee@hq.doe.gov	202-586-8945
Budget Execution	Bonnie Giampietro	bonnie.giampietro@hq.doe.gov	301-903-1651
Budget Formulation	Roy Craig	roy.craig@hq.doe.gov	202-586-3455

Find Out More

For more information on Office of Budget products and services, or to schedule an appointment, please contact Paulette Tull on 202-586-4180.

OFFICE OF CORPORATE INFORMATION SYSTEMS

CF-40



Acting Director, Warren L. Huffer

Contact Us

Main: (301) 903-5294

FAX: (301) 903-1863

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 19901 Germantown Road
 Room E-171
 Germantown, MD 20874

What We Do

The Office of Corporate Information Systems (CIS) plans and manages the design, development, operation and maintenance of the Department's Integrated Management Navigation System (I-MANAGE) program and projects; identifies and implements business process automation initiatives; provides technical support for legacy systems operations and maintenance; provides technical support for web design, development and maintenance; manages cyber security and enterprise architecture activities; and serves as the Chief Financial Officer liaison to Chief Information Officer for information technology services.

Who We Are

The Office of Corporate Information Systems provides products and services to the Department of Energy. These products and services include:

Function	Point of Contact	E-Mail	Telephone
Program/Project Management - I-MANAGE - STARS - SBS - STRIPES - CHRIS - IDW	Warren Huffer Laura Kramer Jo Buxton Bryan Long Michael Fraser Lajos Grof-Tisza	Warren.huffer@hq.doe.gov Laura.kramer@hq.doe.gov Jo.buxton@hq.doe.gov Bryan.long@hq.doe.gov Michael.fraser@hq.doe.gov Lajos.grof-tisza@hq.doe.gov	301-903-3761 301-903-9932 301-903-1689 301-903-2218 202-586-1910 301-903-1798
Systems Operations/ Maintenance - Payroll Time & Attendance - Budget Systems - Administrative Systems	Frank Casaleno Peachy Fry Micheala Brown	Francis.casaleno@hq.doe.gov Peachy.danner@hq.doe.gov Micheala.brown@hq.doe.gov	301-903-3529 301-903-4792 301-903-4027
System Acquisition & Design	Warren Huffer	Warren.huffer@hq.doe.gov	301-903-3761
Web Design & Support	Peachy Fry	Peachy.danner@hq.doe.gov	301-903-4792
Cyber Security	Philip Knopp	Phil.knopp@hq.doe.gov	301-903-0364
Enterprise Architecture	James Fountain	Jim.fountain@hq.doe.gov	301-903-2634
IT Budget/Contractual Services	Micheala Brown	Micheala.brown@hq.doe.gov	301-903-4027
IT Internal/External Reporting	Micheala Brown	Micheala.brown@hq.doe.gov	301-903-4027

Find Out More

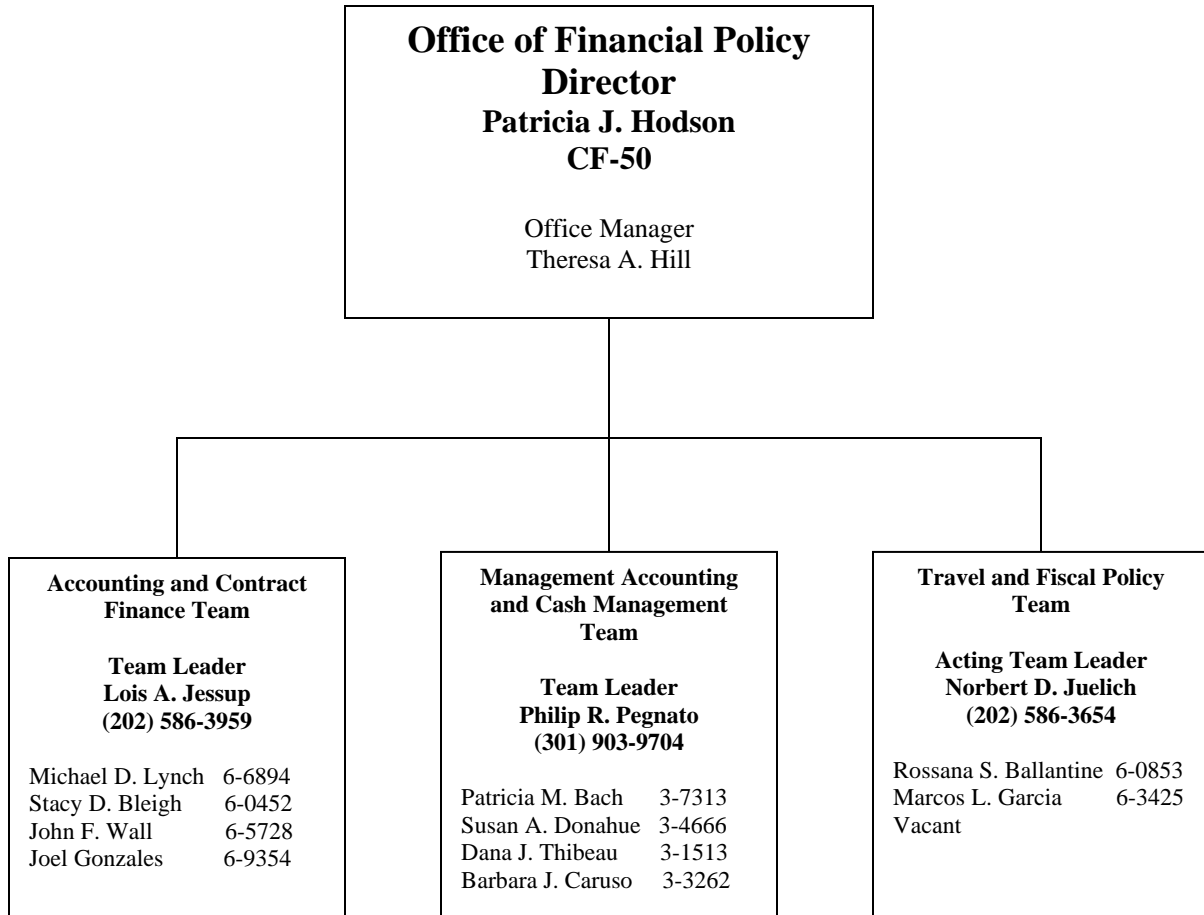
For more information on CIS products and services, or to schedule an appointment with CIS, please contact Kay Miller on 301-903-5294.

OFFICE OF FINANCIAL POLICY

CF-50

Contact Info:
 Main: (202) 586-4860
 Fax: (202) 586-9217

U.S Department of Energy
 1000 Independence Ave, SW
 Room 4A-133
 Washington DC, 20585



- Accounting Handbook POC
- Accruals
- Alternative Financing
- General Accounting Policy
- Inter-Entity Transactions
- LDRD
- Liabilities
- Pension and Post Retirement Benefits
- Property
- Reimbursable work/WFOs

- Accounts Receivable
- Advance Funding
- Cash
- Cost Accounting
- Electronic Funds Transfers
- Erroneous Payments
- Federal Administrative Charge
- Grants and CRADAs
- CF HQ Security Officer/Classification
- Inventory
- Loan Guarantees
- Waivers of Employee Overpayments

- Administrative Control of Funds
- IPAs
- Obligations
- Payroll Policy
- PCS/Relocation
- Payment in Lieu of Taxes (PILT)
- Travel
 - Card Issues
 - Business Class
 - Cash Purchase

CFO BUSINESS OPERATIONS CENTER CF-60



Director, Howard Borgstrom

Contact Us

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FAX: (202) 586-8006

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1000 Independence Ave, SW
Room 4A-221
Washington, DC 20585

Who We Are

The CFO Business Operations Center provides interdisciplinary support to the managers and staff of the Chief Financial Officer organization, including human resources, budget management, correspondence, and the like. In addition, we administer the Department's Working Capital Fund.

Function	Point of Contact	E-Mail	Telephone
Administrative Services	Teresa Collins	teresa.collins@hq.doe.gov	586-8259
Budget for CF Program Direction	Roscoe Harris	roscoe.harris@hq.doe.gov	586-5527
CFO Correspondence	Vera Dunmore	vera.dunmore@hq.doe.gov	586-4047
Emergency Mgmt in CFO (COOP, etc)	Bob Emond	bob.emond@hq.doe.gov	586-2354
Human Capital Mgmt (in CFO)	Kevin Hagerty	kevin.hagerty@hq.doe.gov	586-8037
Procurement in CFO	Howard Borgstrom	howard.borgstrom@hq.doe.gov	586-5923
Training	Teresa Collins	teresa.collins@hq.doe.gov	586-8259
WCF Board Chair	Howard Borgstrom	howard.borgstrom@hq.doe.gov	586-5923
WCF Financial Management	Bob Emond	bob.emond@hq.doe.gov	586-2354

Find Out More

For more information on the Working Capital Fund, please visit www.wcf.doe.gov. To discuss the Fund or other CF-60 products and services, you may reach the Director, Howard Borgstrom, at (202) 586-5923.

FIELD CFOs and Finance Managers				
ORG	NAME/TITLE	TELEPHONE	FAX	E-MAIL
BPA	David J. Armstrong Vice President, Finance and Chief Financial Officer	503-230-5111	503-230-5638	djarmstrong@bpa.gov
CH	Thomas C. Foley Chief Financial Officer	630-252-2414	630-252-2796	thomas.foley@ch.doe.gov
GO	Timothy A. Rea Finance Team Leader	303-275-4760	303-275-4790	tim.rea@go.doe.gov
ID	Christine Ott Chief Financial Officer	208-526-5711	208-526-5406 208-526-0542	ottmc@id.doe.gov
NETL	Floyd E. Boilanger, Jr. Acting Chief Financial Officer	412-386-6197		floyd.boilanger@netl.doe.gov
NNSA	E. Dennis Martinez Chief Financial Officer	505-845-4677	505-845-5500	dmartinez@doeal.gov
NPR3	M. Janet Boulanger Financial Manager	307-261-5000 x5076	307-261-5817	janet.boulanger@rmotc.doe.gov
OR	Judith M. Penry Chief Financial Officer	865-576-4446	865-576-9686	penryjm@oro.doe.gov
PNRO	Gary A. White Chief Financial Officer	412-476-7254	412-476-7676	whitega@bettis.gov
RL	Gregory A. Jones Actg. Asst. Mgr. Admin.	509-373-4183	509-376-8038	Gregory_A_Jones@rl.gov
SEPA	Leon Jourolmon, Jr. Asst. Admin. Fin. & Mktg	706-213-3835	706-213-3884	leonj@sepa.doe.gov
SNRO	William J. Leahy Chief Financial Officer	518-395-4264	518-395-6390 703-602-7233	leahy@snrmail.kapl.gov
SPRO	Sheldra Wormhoudt Dir. Planning and Financial Management Division	504-734-4296	504-734-4672	Sheldra.Wormhoudt@spr.doe.gov
SR	Sarah A. Blanding Chief Financial Officer	803-952-6564	803-952-6027	sarah.blanding@srs.gov
SWPA	Gary L. Swartzlander Asst. Admin., Office of Corp Svcs/CFO	918-595-6634	918-595-6656	gary.swartzlander@swpa.gov
WAPA	Harrison G. Pease Chief Financial Officer	720-962-7500	720-962-7452	pease@wapa.gov
CF-11	Wendy L. Miller Director, EFASC	301-903-5858	301-903-5202	wendy.miller@hq.doe.gov
CF-12	Richard Loyd Director, OFO	301-903-4190	301-903-6558	rick.loyd@hq.doe.gov
EM-3.3	Clarence H. Schlag Asst. Dir., Ofc of Fin. Mgmt Consolidated Business Ctr	513-246-0470	513-246-0525	lance.schlag@emcbc.doe.gov

CROSS REFERENCE FUNCTIONS LIST

FUNCTION	OFFICE
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5-Year Planning Guidance	CF-20
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