

Project Planning Phase

CWIP Determination Phase

CWIP Documentation Phase

CWIP Reconciliation Phase

CWIP Capitalization Phase



Time Critical

CWIP Project Reconciliation Spreadsheet to CBS CWIP Report (CA500D)



CWIP Activity Manager

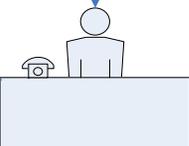
The CWIP Activity Manager will reconcile the CWIP Documentation File to the CBS CWIP Report (CA500D) on a monthly basis; retrieve all missing documentation for the CWIP Documentation File; complete reconciliation & submit to the LO CFO, M&B Chief &/or CAO for certification & to FO by the established due dates.

CWIP Documentation File

CBS CWIP Report (CA500D)

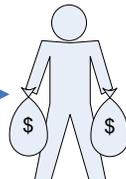
NO

YES



**Line Office/Chief Financial Officer (LO/CFO)
Management and Budget Chief
Chief Administrative Officer**

Review the monthly CWIP Reconciliations (checklist provided); if correct, send to the Finance Office - Financial Statements Branch; if incorrect, return to the CWIP Activity Manager for corrections.



**Finance Office –
Financial Statements Branch (FSB)**

Review & monitor monthly submitted CWIP reconciliations; adjust general ledger accounts for reconciliation events not captured as of the end of the reporting period, if material.