

Appendix A

FASTDATA Terms and Acronyms

AAA

Authorization accounting activity.

ACRN

Accounting classification reference number.

Actuals

Obligation amounts.

ADP

Automated data processing.

Appropriation

Identifies funds Congress authorized for use by the government to incur obligations and expenditures. The first two digits (the Gaining/Using Agency) identify the governmental department to whom the funds being specified are appropriated or the department responsible for administering the funds. The next position identifies the fiscal year in which the funds became available for obligation, and the last four positions (Appropriation Symbol) indicate the type of fund account or appropriation being charged or credited on a line of accounting.

ATOS+

Automated Travel Order System Plus.

Authorization

The planned amount for a particular purpose or the amount of funds allocated to an OPTAR holder to accommodate a particular budget requirement (line item). Authorizations are established for labor or non-labor purposes. An OPTAR may have several authorizations. Authorizations also are known as BUD lines in the COMNAVRESFOR budget system.

BCN/BP ALLOT

Can indicate the Bureau Control Number (BCN), which is the five-position alphanumeric Unit Identification Code (UIC) of the activity receiving the funds; it also can be the two-position budget project (BP) code plus the three-position allotment (ALLOT) code.

BPA

Blanket purchase agreement.

BUD

Budget system used by COMNAVRESFOR (Commander, Naval Reserve Force).

Budget Line

The planned amount for a particular purpose, or the amount of funds allocated to an operating target (OPTAR) holder to accommodate a site.

Ceiling

A restriction the FA places on an authorization to ensure obligations exceeding the funds cannot be incurred against the authorization.

CERPS

Centralized Expenditure/Reimbursement Processing System.

COMNAVRESFOR

Commander, Naval Reserve Force.

DAO

Defense Accounting Office.

DBMS

Database Management System.

DCN

Identifies the 15-character Standard Document Number (SDN), the 14-character Requisition Number (MILSTRIP/MILSTRAP), or the 13-character Procurement Instrument Identification Number (PIIN)/Contract Number.

DO

Delivery order.

DOS

Disk operating system.

DPPSO

Defense Publications and Printing Service Management Office.

FA

Fund Administrator.

FASTDATA

Fund Administration and Standardized Document Automation.

Fenced

Indicates the FA has placed a restriction on a funding line to ensure that the amount of funds authorized cannot be used for any purpose other than that stated in the authorization.

FF

Financial framework.

FIPC

Financial Information Processing Center.

FMS

Financial Management System.

FSC

Federal Supply Code.

FY
Fiscal year.

GSA
General Services Administration.

GUI
Graphical user interface.

ID
Identification.

IDA
Integrated Disbursing and Accounting.

IDAFMS
Integrated Disbursing and Accounting Financial Management System.

ISSO
Information Systems Security Officer.

Job Order Number (JON)
An 11-position alphanumeric code that identifies an accounting transaction. The first five characters are the Unit Identification Code (UIC); the next number indicates the last position of the fiscal year for which the JON is active, and the last five digits identify the Serial Number.

LAN
Local area network.

Line item
A line item is associated with a job order number/ACRN requisition and itemizes the individual items ordered/received/paid.

LOA
Line of accounting.

Memo Document
Memo documents affect the OPTAR's status of funds and create commitment, obligation, or receipt transactions for the official accounting system. Memo documents also allow you to post fuel received and material ordered from General Services Administration (GSA).

MILSTRAP
Military Standard Transaction Reporting and Accounting Procedures.

MILSTRIP
Military Standard Requisitioning and Issue Procedures.

NAF
Naval Air Facility.

NAR

Naval Air Reserve.

NAS

Naval Air Station.

NAVCOMPTINST

Office of the Comptroller of the Navy Instruction.

NAVCOMTELCOM

Naval Computer and Telecommunications Command.

NAVCOMTELSTA

Naval Computer and Telecommunications Station.

NAVDAC

Naval Data Automation Command.

NAVRESREDCOM REG

Naval Reserve Readiness Command Region.

NAVSO

Navy Staff Offices.

NAVSUP

Navy Supply Systems Command.

NPPSO

Navy Publications and Printing Service Management Office.

NSA

Naval Support Activity.

NSN

National Stock Number.

OB

Operating budget.

ODBC

Open database connectivity.

OMB

Office of Management and Budget.

OPN

Other procurement, Navy.

OPTAR

Operating target.

OW

Order Writer.

Outyear

Fiscal year following the current fiscal year.

PAA

Property Accounting Activity.

PC

Personal computer.

PIIN

Procurement Instrument Identification Number.

QTY

Quantity.

RA

Restricted Availability.

Responsibility Center (RC)

An organizational unit responsible for financial management and accountability of funds. RC's are assigned for different types of funds (i.e., O&MN, OPN, allotments, etc.) and a Fund Administrator (FA) can have more than one RC. For an FA, an RC is the highest level at which funds are summarized in FASTDATA.

RITS

Reserve Integrated Travel System.

RNCF

Reserve Naval Construction Force.

SA/OB Suffix

Suballotment/Operating Budget.

SAG

Subactivity Group.

SCR

System change request.

SDN

Standard Document Number.

SECNAVINST

Secretary of the Navy Instruction.

Serial Code

A one-digit number that corresponds to the organization.

Site

A site can be a geographical location, an activity, a department, a division, an office, or any combination of these from which one or more OPTAR's are managed. Technically, a site is the PC or local area network (LAN) on which the FASTDATA Site module is installed for one or more OPTAR's. One PC can contain multiple sites via different directories.

Site Code

A two-digit code that identifies a site under a Fund Administrator.

SNDL

Standard Navy Distribution List.

Source Document

Standard source documents, (except the SF1034, DD1131, and NC2061) affect the OPTAR's status of funds and create commitment/consignment, obligation, or receipt transactions for the official accounting system.

SQL

Structured Query Language.

STARS-FL

The on-line, field-level subsystem of the Standard Accounting and Reporting System for financial management.

TAC

Transportation and account code.

Travel Site

A FASTDATA site that uses at least one of the following applications to process travel-related accounting transactions: Order Writer, Automated Travel Order System Plus (ATOS+), Reserve Integrated Travel System (RITS).

UADPS

Uniform Automated Data Processing System.

UCA

Uniform chart of accounts.

UIC

Unit Identification Code.

Unfenced

A fence is a restriction the FA places on a funding line to ensure that the amount of funds authorized cannot be used for any purpose other than that stated in the authorization. Funds that are unfenced have no such restriction.

VCR

Videocassette recorder.