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U.S. General Services Administration

ADM 5440.648 Changes in GSA Organization re PBS-FAS-CFO financial svs.

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GENERAL SERVICES ADMINISTRATION
Washington, DC 20417

ADM 5440.648
April 15, 2012

GSA ORDER

SUBJECT: Changes in the GSA Organization

1. Purpose. This order announces changes in the organizational structure of budget and financial management responsibilities within the Public Buildings Service (PBS), the Federal Acquisition Service (FAS), and the Office of the Chief Financial Officer (CFO).

2. Background. The decision has been made to centralize the oversight of budgetary and financial management functions of PBS and FAS under the CFO to improve leadership roles, accountability, and increase organizational effectiveness and efficiencies.

3. Changes in Organization.

a. Chief Financial Officer. Effective immediately, the following changes are made:

(1) The Office of PBS Financial Services is established. This newly established office will oversee and direct the PBS revenue, financial and reporting functions and is headed by an office director who reports to the Chief Financial Officer. The following divisions and substructures are established within this office:

(a) PBS Financial and Reporting Division

i. PBS Regional Financial and Reporting Staff

(b) PBS Revenue Division

i. PBS Regional Revenue Staff

(2) The PBS Financial Operations Division is established under the CFO, Office of Policy and Operations. This newly established division will oversee and direct the PBS financial operations functions and is headed by a division director who reports to the office director of the Office of Financial Policy and Operations.

(a) The PBS Regional Financial Operations Staff is established.

(3) The following changes will be made effective within one year from the date

of this order:

(a) The Office of FAS Financial Services is established.

(b) This newly established office will oversee and direct the FAS revenue, financial and reporting functions and will be headed by an office director who reports to the Chief Financial Officer.

b. Public Buildings Service. Effective immediately, the following changes are made:

(1) Office of Budget and Financial Management.

(a) The existing PBS, Office of Budget and Financial Management consists of three divisions: Financial Budgeting and Reporting Division, Financial Operations Division, and Revenue Division.

(b) The Financial and Reporting Division is realigned under the newly established CFO, Office of PBS Financial Services, PBS Financial and Reporting Division.

(c) The Revenue Division is realigned under the newly established CFO, Office of PBS Financial Services, PBS Revenue Division.

(d) The Financial Operations Division is realigned under the Office of Financial Policy and Operations, PBS Financial Operations Division.

(e) The remaining functions, staff, authorities and other resources under the PBS, Office of Budget and Financial Management are transferred to the newly established CFO, Office of PBS Financial Services.

(2) PBS Regional Offices.

(a) The PBS Regional Financial and Reporting functions, staff, authorities and other resources under each of the Offices of the PBS Regional Commissioner are transferred to the Office of the Chief Financial Officer, Office of PBS Financial Services, PBS Regional Financial and Reporting Staff.

(b) The PBS Regional Revenue functions, staff, authorities and other resources under each of the Offices of the PBS Regional Commissioner are transferred to the Office of the Chief Financial Officer, Office of PBS Financial Services, PBS Regional Revenue Staff.

(c) The PBS Regional Financial Operations functions, staff, authorities and other resources under each of the Offices of the PBS Regional Commissioner are transferred to the Office of the Chief Financial Officer, Office of PBS Financial Policy and Operations and named PBS Regional Financial Operations Division, PBS Regional Financial Operations Staff.

c. Federal Acquisition Service. The budget and financial management functions under the Federal Acquisition Service will be transferred to the Office of the Chief Financial Officer within one year from the date of this approved order.

4. Implementation actions.

a. Implementation of this order as it affects employees represented by a labor bargaining unit is contingent upon completion of labor relations obligations. Positions affected by this change are subject to normal classification procedures.

b. The Chief People Officer may cancel this order upon publication of a superseding directive that cancels it or by written notice of cancellation from the program official in accordance with ADM P 1832.1, Chapter 5, Part 5.

Dan Tangherlini
Acting Administrator

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