



Calendar Year
2011
Annual Report



FBMS

The US Fish and Wildlife Service (FWS) transitioned over to the Federal Business Management System (FBMS) with Fiscal Year 2012. The CPC is now receiving OF-288s using the new FBMS cost code structure for casu- als. The FWS joins the Bureau of Land Management (BLM) on FBMS; and we look forward to the National Park Service (NPS) and Bureau of Indian Affairs (BIA) scheduled for FY 2013.

Personally Identifiable Information (PII)

Safeguarding personally identifiable information (PII) is essential to ensure the government retains the trust of the American public. The Casual Payment Center (CPC) follows the guidelines set forth by the Department of the Interior and the Bureau of Land Management, the host agency for the CPC.

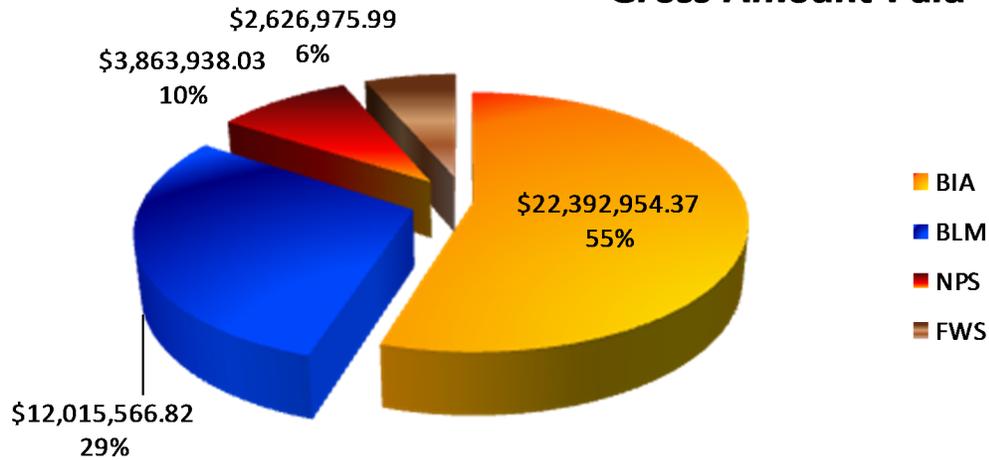
Any information collected will be handled in accordance with the requirements of the Privacy Act and the Freedom of Information Act to ensure the greatest protection of personal privacy. **Please do not use email to send sensitive information, such as social security number (even last four), home address, home phone number or personal banking information.** It is possible that during the transmission of the email, this information may be intercepted by a third party.

Always err on the side of caution. If unsure whether certain information is protected under the Privacy Act, treat it as if it is.

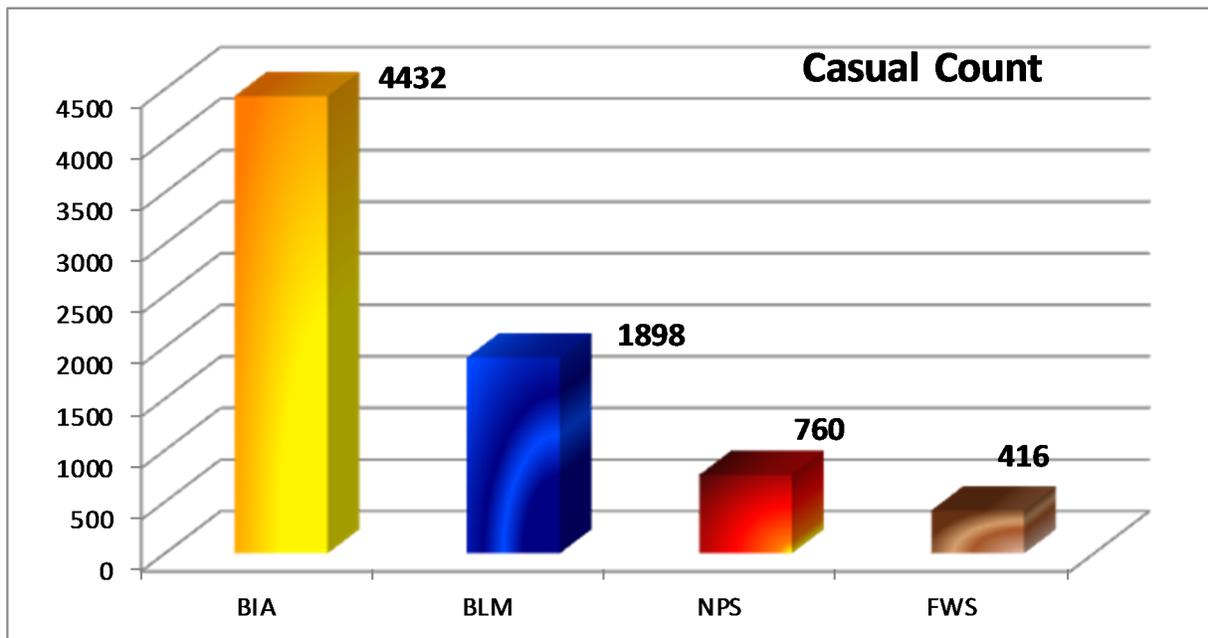


2011 Statistics

Gross Amount Paid



Year	Agency	Casual Count	Gross Paid
2011	BIA	4,432	\$22,392,954.37
2011	BLM	1,898	\$12,015,566.82
2011	NPS	760	\$3,863,938.03
2011	FWS	416	\$2,626,975.99
2011	Total	7,506	\$40,899,435.21



2011 Statistics

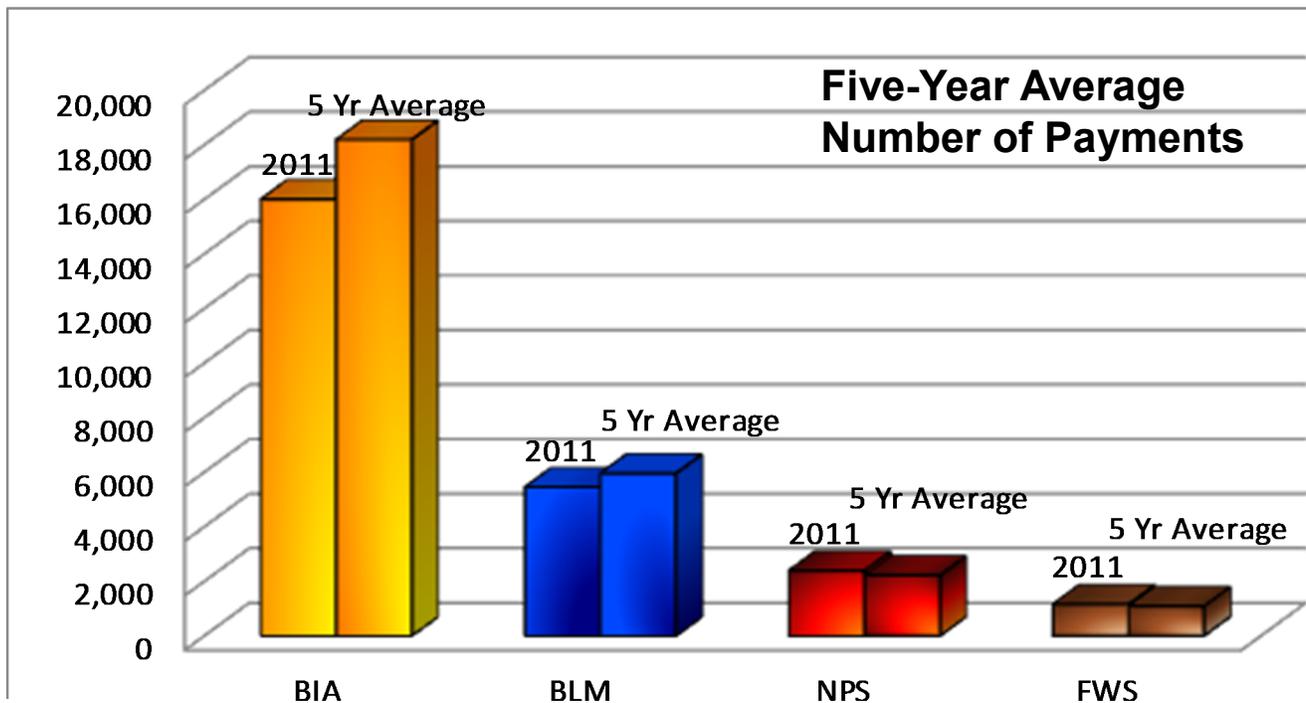
AGENCY PAYMENTS (2011)

Agency	Number of Payments	Percent
BIA	16,005	64%
BLM	5,457	22%
NPS	2,396	10%
FWS	1,171	5%
Total	25,029	100%



FIVE-YEAR AVERAGE (2007-2011)

Agency	Gross Amount	Number of Payments	Five Yr Average Percent of Payments
BIA	\$18,816,085.24	18,191	66%
BLM	\$11,028,015.02	5,956	22%
NPS	\$2,749,391.81	2,220	8%
FWS	\$1,941,548.60	1,093	4%
Total	\$34,535,040.67	27,460	100%





“A Service First Organization”

The Casual Payment Center (CPC) takes great pride in running a Service First Organization. The main goal of the CPC is to process a Casual’s payment within one week. When paperwork submitted is complete and information is correct, the turnaround time for payment can be as quick as three days.

Fire season can extend for months in one geographic area or another. There are times when the whole country is quiet and the Department of the Interior agency response to wildland fires or natural disasters is lessened. As a result, the CPC’s processing volumes can vary from month-to-month.

Most of the staff at the CPC are contracted through ATA Services, Inc., located in Denver, Colorado. With just 30 computers and approximately 40-45 employees during the busy summer months, the CPC will run a day and night shift, when needed.

Visit the Casual Payment Center website! Designed for hiring units, it provides information on payroll processing, Federal and State income tax withholding, and links to other related websites:
http://www.nifc.gov/programs/programs_PaymentCenter.html



The main goal of the Casual Payment Center is to provide excellent customer service, and we welcome any suggestions from the field that would improve the office. The goal of this annual report is to provide annual statistical information and lessons learned in a concise report. Enjoy!

*Photographs in this annual report courtesy of NIFC.gov. and NPS.gov

Annual Report assembled by:
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