



BRAVO DETACHMENT, 176TH FINANCE BATTALION

S1 NEWSLETTER

May 2003

The purpose of this newsletter is to assist the PAC's in Area III, and update them of finance related issues. Our goal is to keep you informed so that we can work as a team to better serve the soldiers on Camp Humphrey's and Area III.

PAC Certification Course

The PAC certification course is scheduled for 12 June 2003 @ 0900. We ask all PAC NCOIC's and their staff to attend. We will discuss finance procedures, and the importance of in processing within three days of arrival at Camp Humphreys. The location of the certification will be in the Bravo Detachment conference room, Building 553. Maximum participation is expected. Thanking you in advance. We'll see everyone soon.

Unit Commander's Finance Report

The unit commanders finance report (UCFR) is a valuable tool getting commanders involved with their soldiers pay issues. When used correctly, the UCFR can be an effective tool in monitoring and resolving soldier's pay issues at unit level. It is imperative for the commanders to certify and return the UCFR to finance within the 10-day suspense.

Finance FTX

Our Finance office is conducting an enlisted FTX 9th, and 10th of June. Finance operations will be handle at this location. The grid is CF 26739187

Help us help you

- Ensure all new soldiers in-process finance. **Soldiers should in-process within 3 working days of their arrival. In- processing finance is very critical as it affects accurate payment of entitlements. Timely in processing of personnel will prevent pay problems.** If a soldier does not in-process by the 20th of the month they arrive and their entitlements change, they will be overpaid and have a debt to the government. It will also ensure soldiers receive their leave and earning statement (LES) at their unit. Departing soldiers should submit their finance packets no later than 30 days prior to their departure and clear finance the day prior to their flight date. Soldiers in remote locations may out-process finance two days prior to their flight date. In and out processing is done by appointment, but exceptions can be made with notification from the PAC.

Finance Team Representatives

	<u>Team 1</u>	<u>Team 2</u>	<u>Team 3</u>	<u>Team 4</u>
POC:	753-8210	753-8210	753-8209	753-8210
Units:	377 th Med C Det, 168 th Med 560 th Med 568 th Med A, 304 th Sig 501 st Sig HHD, 194 th Maint HHC, USASA HHC, 23 rd ASG	1/43 ADA 1/6th Cav 3/6 th Cav HQ, 6 th Cav 3 rd Maint	62 nd Chem B Det, 516 th PSB 2/52 nd Avn 249 th Eng 46 th Trans 52 nd Ord D, 58 th Avn Regt	527 th MI B Com 532 nd MI 3 rd MI 249 th MP 557 th MP 3 rd BCD JTAGS DCS, Osan 6 th Regt, 2 nd MP Det

Other Finance Points of Contact

Detachment Commander	753-8202	Chief Disbursing/XO	753-8227
Detachment Sergeant	753-8203	Chief of Military Pay	753-8580
Customer Svc.	753-8210	Processing	753-8209
In/ Out Processing	753-8585	Travel	753-8215
Battalion Commander	725-8838	Battalion CSM	723-7959
175 th FINCOM WEBSITE			http://175fincom.korea.army.mil

OFFICE HOURS

Monday-Wednesday & Friday: 0900-1500
Cashier Cage closes at 1500 daily.

NOTE: Finance is CLOSED every Thursday