DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:
CECW-OA

11 AUG 1999

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS, AND DISTRICT COMMANDS, ATTN: CHIEFS, CONSTRUCTION-OPERATIONS DIVISIONS

SUBJECT: Operations and Maintenance Business Information Link and Environmental Compliance Feeder System Implementation

1. **PURPOSE**. The purpose of this memorandum is to require full implementation of the Operations and Maintenance Business Information Link (OMBIL) Environmental Compliance Feeder System. Use of the OMBIL system is now mandatory for maintaining and tracking all applicable environmental compliance data.

2. **BACKGROUND**.

a. The Operations and Maintenance Business Information Link (OMBIL) is a web-based business information gateway for the Operations and Maintenance community. OMBIL is an initiative that originated from the Operations and Maintenance Plan of Improvement. The purpose of OMBIL is to provide the data and information requirements for program and project management at all levels of management. Operations and Maintenance (O&M) corporate management information is available from the OMBIL web site (http://www.ombil.com). OMBIL can be used to maintain and track most environmental compliance business information. OMBIL can be used to view summaries related to O&M activities, output, resources, and performance.

b. The Environmental Compliance Feeder System is the business-function specific transaction tool for environmental compliance information. The Environmental Compliance Feeder System provides for the input and tracking of data related to conducting environmental compliance assessments, assessment findings, corrective actions, and facility information such as hazardous waste generator status and storage tank compliance.

c. The first prototype of the Environmental Compliance Feeder System was available for review and comment 12 June – 31 August 98. The Environmental Compliance Business Function Working Group (BFWG) coordinated the comments received and provided specific guidance to the system developer on improvements and changes needed. The Mississippi Valley Division from 15 January - 31 March 1999, conducted a system pilot test for the improved system. Additional system improvements were made in response to comments and concerns raised during the pilot test. The Environmental Compliance Feeder System is now ready for use and implementation by all Operations elements.

3. **IMPLEMENTATION REQUIREMENTS**

a. As of the date of this memorandum, it is mandatory to use the OMBIL Environmental Compliance Feeder System. Environmental Compliance Coordinators (ECCs) at all levels (division, district and project) are required to use the OMBIL Environmental Compliance Feeder System. Primarily district and project ECCs will conduct data entry. ECCs at all levels must use OMBIL for tracking, monitoring and viewing environmental compliance information.

b. The OMBIL Environmental Compliance Feeder System is to be used to enter data on assessments, findings resulting from assessments, corrective actions, regulatory actions and storage tanks. Initially, back data must be entered for all Fiscal Year (FY) 1999 assessments (internal or external); findings resulting from FY 99 assessments; corrective actions; uncorrected findings as of the end of FY 98 and corrective actions; regulatory actions (if any); and, storage tank information.

c. Data entry requires user registration and it is password controlled. Individuals responsible for data entry that have not been registered and given passwords may request passwords by e-mailing the following information to ombil@pmcl.com: Full name; Office symbol; Mailing address; Phone number; E-mail address; Business Area to be accessed (multiple areas can be specified, e.g. Environmental Compliance & Natural Resources); Default Division, District, Project Site; UPASS ID (if you have one). Do NOT send your UPASS password. Subject of the email should read "OMBIL Password Request".

d. The registration explained above will enable your initial data entry. However, within the next 60 days, OMBIL will move to the Western Processing Center (WPC21) within the Corps CEAP network. At that point you will need to use your CEAP user ID and ORACLE password. If you already have an existing CEAP user ID, ask your IM office (UPASS administrator) to add the capability to access the Oracle SID, Q0OMBLP1 (that's Q-zero-OMBLP1), to your user ID. If you do not have a CEAP user ID, request one with the above capability. The OMBIL family administrator at the Navigation Data Center in Virginia will then process this request. CEAP user IDs will not be needed to access the Environmental Compliance Business Function Reports or the O&M Business Information Summaries. The UPASS system is extremely busy now. Please make your requests as soon as possible so you are ready by the time OMBIL is moved. Contact Maggie Moses, Navigation Data Center, 703-428-8458 or margaret.c.moses@usace.army.mil with any questions.

e. The minimum system requirements to efficiently use OMBIL and the Environmental Compliance Feeder System are as follows. Windows 95; Windows 97; or Windows NT, version 4.0 for workstation or server; Pentium 133Mhz (recommend 233 MHz or greater); 800 X 600 or better VGA Monitor; 32MB RAM (recommend 64MB or greater); Disk Space: a minimum of 200MB; minimum browser requirements are Microsoft Internet Explorer (IE) 4.x or Netscape Navigator (Communicator) 4.x; Java Initiator that can be downloaded from the Internet at http://www.ombil.com/; and, Adobe Acrobat Reader that can be downloaded from the Internet at http://www.ombil.com/.

f. Assistance with data entry and system use is provided in the on-line User Manual available at http://www.ombil.com/ as part of Reference Material. For additional assistance related to system use and data entry, use the Question & Answer Forum at the OMBIL website or send questions via e-mail to ombil@pmcl.com. Forward policy questions or general concerns to the CECW-OA point of contact, Janice Smith. Ms. Smith may be reached at (202) 761-1152, fax (202) 761-1671, or by e-mail at "Janice.A.Smith@usace.army.mil".

4. In light of the fact that mandatory system use is starting late in the fiscal year, there will be an adjustment to the timing for reporting environmental compliance performance measure results for FY 99. Reporting will be deferred until the end of the first quarter of FY 00. This will allow users adequate time to input data into the OMBIL Environmental Compliance Feeder System. The feeder system will generate the performance results. A separate notice will be issued advising you of the intended date for the performance measure results roll-up.

5. The OMBIL system is a performance-based management tool and it is an important element of the Operation and Maintenance Plan of Improvement. We recognize that implementation of this system creates a burden on our Environmental Compliance Coordinators who must become familiar with a new system and input the large quantity of data that is required on the front end. We thank them for their efforts. Their work will enable the Operation and Maintenance community to move smartly into the next century with the ability to access performance-based information at all levels of management.

FOR THE COMMANDER:

CHARLES M. HESS
Chief Operations Division
Directorate of Civil Works