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Immediate Past President

AGA Guam's Upcoming Events & Reminders

General Membership Meeting
Wednesday, August 26, 2015
11:30pm—1:00pm
Hyatt Regency Guam
AGA Members - \$14
JAS students - \$8
Non-Members - \$22

July Lunch Raffle Winner
Maria Esmero UOG JAS
Congratulations!!!



August, 2015 Volume 9, Issue 2

August 2015 General Membership Meeting



Dr. Robert A. Underwood, President of the University of Guam, as our guest speaker, who will discuss the Future of the University of Guam.

Biography

Robert A. Underwood, a former member of the US Congress, is the current president of the University of Guam (since 2008). He is a distinguished educator with many publications and major presentations to his credit. He served as a classroom teacher, curriculum writer, school administrator, Guam school board member, dean of the College of Education and academic vice president of the University of Guam. His public service and professional record reflects his passion for his homeland, Guam, commitment to high educational standards and his devotion to issues of justice and equity. He is widely acknowledged as a leading authority on cultural, educational and linguistic issues as well

as federal-territorial relations in Guam and Micronesia.

Underwood graduated from Guam's John F. Kennedy High School in 1965 and went on to earn a BA and MA in history from California State University, Los Angeles in 1969 and 1971, respectively. Underwood holds a doctor of education degree in policy, planning and administration from the University of Southern California. He also graduated from a management development program at Harvard University in 1988.

source: www.guampedia.com



Congratulations on your AGA Guam Membership Anniversary

Joe San Nicolas,
GWA, 6 years

Jason Katigbak,
United Airlines, 6 years

Felina Concepcion,
GPA, 9 years

Marietta Vincente,
GWA, 11 years

Jocelyn Pascua,
GWA, 11 years

Gilda Mafnas,
GWA, 17 years

Demetria Robinson,
GWA, 17 years

AGA Guam Chapter: ARTICLES

8 Steps to Mobile Accounting

by Bill Price,
CFO, MineralTree



Like the rest of the world, accounting professionals are quickly adopting mobile

technology. And while accountants are already accustomed to doing things like viewing or managing their bank accounts and paying bills on a mobile device in their personal life, the functionality available in their business lives is far behind. That's because rolling out mobile accounting for businesses is far more complicated and there are many more issues that need to be considered in order for it to be successful. Bill Price, CFO at the accounts payable and payment automation company MineralTree has identified eight issues that companies looking to implement mobile accounting – and bring their teams into the digital age – must consider.

1. Define Mobile Accounting

There are a lot of steps to take before implementing a mobile solution into your business process. The first is to really think about your goals and what you're looking to achieve. Mobile accounting could mean different things to different people and businesses, so the first step in a successful rollout is defining what it means to you and your company. For example, consider who the users will be and what they will be using it for. Think about the different functions you'd want your mobile accounting and financial solution to cover.

2. Security

There was a time when a company's financial and accounting information could remain under lock and key, always within the four walls of the office. Those times are long gone, and as emerging technologies, including mobile, take hold, it's critical for a com-

pany to have a security plan in place that covers all devices, networks and users. According to a new report from the American Institute of CPAs (AICPA) and the Chartered Professional Accountants of Canada (CPA Canada), securing the IT environment was ranked as the top technology initiative by U.S. and Canadian CPAs.

The first question that always comes to mind is security.

CPAs and finance professionals must tackle increasingly sophisticated threats, ranging from cyberattacks to the loss of mobile devices by developing and implementing security policies and plans that cover all the potential risks. It is critical to implement security measures such as two-factor authentication to ensure that only those you authorize have access to your mobile platform.

3. The Universe of Devices

There are myriad different devices available today, so you have to think about what your team will be using. Different mobile platforms from companies like Apple, Microsoft, Google and Blackberry will impact if or how the devices work with the apps or mobile sites you decide to use. You also have to think about the types of devices that will be used – is your team more likely to use smartphones or tablets? If you want to use mobile to approve payments on the go, then smartphones would likely be the device of choice. If you need mobility, but still require a high degree of functionality that could be useful for things like client meetings on the go, tablets could be more useful.

4. BYOD or Company Issued

Sixty-seven percent of adults in the U.S. already own a smartphone and 42 percent own a tablet, according to the Pew Research Center. Those statistics are even higher among younger professionals so the writing is clearly on the wall: Companies have to decide if they'll embrace a "bring your own device" (BYOD) environment, or insist upon company issued devices. While there are benefits to BYOD, including cost savings and employee satisfaction, there are compliance, security and compatibility issues to be aware of. On the other hand, when a company issues de-

vices, it can ensure that they are compatible with the apps and sites it chooses to use, and can better control the security of those devices. However, providing your team with devices is more costly to implement and manage.

5. Apps vs. Mobile Web

Businesses need to figure out what type of accounting and financial tools their team will be using on mobile devices. Are those tools available only as a downloaded app, or can they be accessed through mobile websites? Some apps only run on iOS and Android devices, so if you go that route you'll need to make sure your team has compatible devices. Services with mobile-friendly sites offer more flexibility because they'll work in any mobile web browser, but may not be as feature-rich. Weigh the pros and cons against your goals for mobile accounting and the devices your team will be using to choose what's right for your business.

6. Regular Updates

Technology advancements are being introduced at an increasingly faster pace and older, outdated technology can affect employee productivity and enterprise security. It's important to keep your accounting technology up-to-date by regularly updating apps and devices. Doing this will help maximize security and improve productivity – the whole reason for implementing mobile accounting in the first place.

7. Mobile Privileges

Not everyone on your team will need access to your mobile accounting tools. There are plenty of reasons to set limitations on who has access, but the most important is security, especially since security experts will tell you that information security is mostly a people problem. In fact, many of the major enterprise breaches we've seen in the news were caused by careless human error. Allowing mobile access in a highly regulated and risk-averse industry like finance should not be taken lightly. Just as you should control which devices are allowed for mobile accounting, choosing which employees to grant mobile permissions is equally important.

AGA Guam Chapter: ARTICLES

Continued...

8. Compliance

Even though mobile accounting is a young but emerging trend, there are surely compliance issues in the highly regulated financial services industry to which companies must adhere. There will be different regulations depending on the business functions and the type of organization that is "going mobile." For example, public companies that are held to higher standards for things like security and archiving will have to ensure that the mobile technology they implement adheres to all applicable regulations. And just because mobile accounting is fairly new, don't assume that regulations already "on the books" won't apply. Regulations that apply to thing like a lost laptop could certainly apply to a lost phone or tablet too.

www.accountingtoday.com

Top 10 Red Flag Warnings of Fraud

Aug 21st 2015

Jodi Chavez

How prepared are you to detect fraud if it slips through the cracks, or even detect fraudulent activity?

All organizations are at risk of fraud, each with its own way of preventing it such as implementing specific policies, procedures, programs and training. However, preventive measures cannot guarantee that fraud will not be committed.

Fraudulent acts by individuals can negatively impact the company's reputation and incur significant legal costs, and lead to incarceration, not to mention the downfall of the entire organization.

As an accounting professional, an important aspect of your job is to identify fraud during an audit. To help accounting professionals detect fraud, we've listed the Top 10 red flag warning signs of fraud below. While one of these may not necessarily be cause for concern, the presence of two or more should raise suspicion and may require a more in-depth examination:

1. Missing Documents -- It isn't uncommon for documents to go missing in the workplace. After all, accidents do happen. However, if this becomes a frequent occurrence, fraudulent acts could be the culprit, especially for checks. Missing checks numbers or gaps in reconciled check numbers can also be an indicator of fraud.

2. Complaints -- It's easy to write off complaints as nonsense venting, but complaints are one of the best ways to identify fraud. If employees are complaining about something, don't take it lightly. Dig further into the situation to identify the cause of the complaint and what else could be behind it.

3. Excess Purchases -- Fake payees can be used to convert funds. Be aware of excessive purchases as they could be covering a possible payoff of a purchasing agent.

4. Inventory Shortages -- Internal shrinkage and product loss happens. However, excessive shrinkage could be an indicator of a plethora of fraudulent activities.



5. Excessive Voids/Returned Checks -- Voided sales slips mean that the sale has been rung up, but the payment was diverted, potentially into the wrong hands. This is similar to cancelled checks. While they are usually legitimate transactions, a cancelled check can be returned to the wrong hands and be re-written to the fraudster. Excessive voids and cancelled or returned checks are common indications of theft and should be watched carefully.

6. Duplicate Payments -- Duplicate payments in many cases are not fraud-related. However, if a duplicate payment is accidentally made by a company, it is possible for an employee to forge an

endorsement of the check. Watch this closely as well.

7. Rounded-Amount Invoices -- Fraudsters will often create invoices with rounded amounts. If you don't see any pennies, it may be a sign that you need to look into that invoice further.

8. Abnormal Invoice Volume -- Rapid invoice volume increases may be due to a legitimate increase in business, but is also may point to fraudulent behavior. Monitoring vendor invoice volume and being aware of spikes is a good way to spot abnormal behavior.

9. Invoices Just Under Approval Amounts -- Some employees may be aware of the dollar threshold for management approval and create an invoice just below that approval level. For example, if the approval level is \$5,000 and you get an invoice for \$4,998, you may want to do a bit more research on that invoice.

10. Mail Drop Address -- A mail drop, or ghost address, is an entity that can receive mail in your name. Companies using a mail drop as their address rather than a P.O. Box may be doing so to hide their fraudulent activity.

Even the most buttoned up and process driven organizations are at risk for fraud. In order to find this "needle in a haystack" and confront fraudulent behavior, you must first accept that fraud exists and that it (unfortunately) occurs often.

Acknowledge the importance of fraud awareness and implement training for employees on how to detect fraud at work. By enforcing controls, policies and procedures, you will cut down your risk of fraud and be better equipped to identify it.

Jodi Chavez is a Senior Vice President for Accounting Principals

Source: www.accountingweb.com



AGA Guam Chapter: CGFM



The Mark of Excellence in Federal, State and Local Government

CGFM is a professional certification recognizing the unique skills and special knowledge required of today's government financial managers. It covers governmental accounting, auditing, financial reporting, internal controls and budgeting at the federal, state and local levels.

Interested in attaining the CGFM Certification?

If you are interested in becoming a CGFM, your AGA Guam Chapter offers CGFM Scholarships by providing reimbursements for your registration and test fees when you pass the CGFM examination within one (1) year.

The Chapter also offers and provides CGFM review materials to its members by borrowing the Chapter's study guides. The Guam Chapter may sponsor a CGFM preparation course on Guam and also promote study groups to assist its members.

Maintaining CGFM Certification

To retain the CGFM certification, all CGFMs must adhere to the AGA's Code of Ethics. In addition, to continue using the CGFM designation after their name, CGFMs must be in an active status.

Active Status

To maintain the CGFM certification in an active status, CGFMs are required to:

- Pay the CGFM renewal Fee by the due date every year.
- Complete at least 80 hours of Continuing Professional Education (CPE) every two years in government



financial management topics or related technical subjects (within the designated two-year cycle).

- Maintain and, if requested by AGA, provide detailed information on CPE hours completed.

By submitting their annual renewal payment, CGFMs affirm that they have and will continue to abide by AGA's Code of Ethics and that they have fulfilled the minimum CPE Requirements

Questions?

Please write AGA Guam Chapter's Chairperson, **Jose (JoJo) Guevara, III** CGFM for more information. Jojo's email address is jojo_guevara@hotmail.com

PLATINUM AWARD Program Year 2014-2015 CONGRATULATIONS!!



AGA Guam Chapter: Know Your Certified Government Financial Manager



Llewelyn Terlaje,
CGAP, CGFM
Audit Supervisor
Office of Public
Accountability

How did you get involved with AGA?

I first became a member in 2004 when I joined the Office of Public Accountability (OPA). The office is very supportive of AGA where many employees have served as an officer or an active member of the Chapter Executive Committee (CEC). In 2007, I was encouraged by the AGA Guam Chapter President to join a committee. Since then, I have continued to serve on various committees as I have been inspired by the leadership, dedication, and commitment I have seen by the CEC.

Why did you decide to earn the CGFM Certification?

My first designation was the Certified Government Auditing Professional, which is directly related to the work I do at OPA. The CGFM certification provided another opportunity to enhance my credibility as a government professional. It allowed me to have a broader and deeper understanding of financial management practices in the government arena, from the federal, state and local levels.

How has the CGFM enhanced your career?

The CGFM certification has given me confidence about my knowledge in government financial management allowing me to better perform my duties and responsibilities and get me to where I am today. The CGFM designation is nationally recognized as a mark of excellence, which enables me to show others that I am a valuable member to any team. The AGA Guam Chapter also does an outstanding job in recognizing CGFMs, which opens up a host of opportunities.

What's the most important issue today in government financial management?

Addressing issues such as the rising deficit, unfunded liabilities, and improving performance in the midst of shrinking budgets are among the issues facing governments today. However, helping to solve such challenges requires highly skilled and motivated employees, which has been a perennial challenge for governments. The ability to attract and retain highly skilled professionals who are committed to respond to these challenges are key to achieving the results that a government desires.

What accomplishments are you most proud of in your career?

For over 10 years, I have been involved in helping to improve government accountability, transparency, and governance in the government of Guam one audit at a time. I have started as an intern in OPA and I am now part of the management team where I have been a contributor to improving processes. In addition, with the opportunity to lead others, I have found much reward in helping others reach their fullest potential.

Another accomplishment is that I also had the honor to contribute to the development of the Pacific Association of Supreme Audit Institutions (PASAI) Performance Audit Manual and the Strategic Management Operational Guidelines (SMOG). These two resources were created to provide assistance to over 25 countries as part of PASAI's Pacific Regional Audit Initiative, which aims to raise public auditing in the Pacific region to uniformly high standards.

What advice would you give a new college graduate joining the field?

I made the choice to serve the public and that is what drives me in my career. I would advise a new graduate to make sure that whatever career you choose, it is one that you are passionate about. Although this might not be an easy task, you must make the best of the journey by picking yourself up and moving forward in times of failure. Also, in anything you do, put forth your best effort, strive to improve upon your credentials, and never compromise your integrity. These qualities are what will separate you from others.

What is the best thing about AGA?

The greatest attribute about AGA is what it aims to do, "Advancing Government Accountability." This common purpose is what motivates our members to be active. AGA has also given me the opportunity to make great friends, find mentors, network, keep abreast of the issues in my field, and give back to the community.

AGA Guam Chapter: Community Service



Community Service Committee

Chairperson: Frances Danieli, CGFM

Vice Chair: Ariana Villaverde

If you have any suggestions on how our AGA Guam Chapter can assist a Community Organization, please contact Frances Danieli or Mark Palarca.

Frances email: danieli6@guam.net

Lets promote good in our community.



When: Saturday, September 19, 2015

Where: Matapang Beach Park, next to the Holiday Resort

Registration starts at 6:00 a.m. – 6:30 a.m. Clean up starts at 7:00 a.m.

- Water Bottles, gloves, bags, and data cards will be distributed on a first come, first serve basis.



When: Thursday, October 15, 2015

Where: To be announced

In coordination with Bank of Guam, AGA members will teach students how to budget, how to use credit cards responsibly, and raise their awareness in building a positive payment history. Bank of Guam will provide the presentation materials the AGA members can use.



BANK OF GUAM®
THE PEOPLE'S BANK
Member FDIC



Kusinan Kamalin Karidat – Soup Kitchen

When: Sunday, November 15, 2015

Where: Soup Kitchen next to Julale Shopping Center

Time: Show time 5:30 p.m.

Only 4 volunteers are needed to serve.

We would like to serve an island style Thanksgiving Dinner and we are looking for volunteers to donate food items and volunteers to prepare the food. Food donations and preparation counts as volunteer time.

The menu is: 1) Three (3) whole turkeys; 2) One (1) large tray of Red Rice; 3) One (1) large tray of mashed potato; 4) One (1) large bowl of gravy; 5) One (1) large bowl of potato salad; 6) Eight (8) Desserts; 7) Five (5) gallons of flavored iced tea and ice.

To assist the Soup Kitchen provide a hot meal for Guam's homeless and needy by serving food.



Salvation Army Bell Ringing Campaign Schedule

Dates, time, and location will be announced.

Volunteers are asked to meet the driver 5 minutes earlier (at least) and the driver will supply aprons, bells, and a bag of candy canes to hand out to the donors.

The drivers have multiple stops only a few minutes apart, so please be on time. If the driver does not show up by 5 minutes past your begin time, please call the office 477-9817. To support Salvation Army's goal towards their Red Kettle Seasonal Campaign goal this year.

2nd Annual Christmas Charity Raffle

To support the Elderly housed at St. Dominic.

Raffle Drawing Fundraiser to purchase needed supplies for the St. Dominic Elderly

AGA Guam Chapter: THANK YOU!

14th Annual 5K Sponsors

"SI YU'US MA'ASE"

Platinum Accountability Sponsors



Silver Accountability Sponsors



Dan S. Fitzgerald



AGA Guam Chapter: THANK YOU!

14th Annual 5K Sponsors

"SI YU'US MA'ASE"

Bronze Accountability Sponsors



Friend Accountability Sponsors

Marcia Briones



AGA Guam Chapter: Treasurer's Report, As of June 30, 2015



ASSOCIATION OF GOVERNMENT ACCOUNTANTS GUAM CHAPTER

Statement of Financial Position As of June 30, 2015

	Chapter Fund	Community Service Fund	Professional Development Fund	Total
Assets				
Petty Cash	\$ 100			\$ 100
Cash in bank	\$ (1,189)	\$ 18,145	\$ 7,009	\$ 23,965
Coast360	\$ 1,276		\$ 28,800	\$ 30,076
Accounts receivable, net	\$ 836			\$ 836
Advances to Members			\$ 5,494	\$ 5,494
Undeposited Funds				\$ -
Equipment - Laptop	\$ 449			\$ 449
Total assets	\$ 1,472	\$ 18,145	\$ 41,303	\$ 60,920
Liabilities and net assets				
Liabilities				
Accounts payable	-	-	-	-
Deferred revenue	-	-	-	-
Other liabilities	-	-	-	-
Total liabilities	-	-	-	-
Net assets				
Earmarked				
Education	-	-	5,405	5,405
Accountability	-	-	500	500
CGFM	-	-	3,328	3,328
Community Service	-	47	-	47
Scholarships	-	1,000	-	1,000
Early Careers	-	-	1,321	1,321
Chapter Admin	(3,935)	-	-	(3,935)
Unrestricted	5,407	17,098	30,748	53,254
Total net assets	1,472	18,145	41,303	60,920
Total liabilities and net assets	\$ 1,472	\$ 18,145	\$ 41,303	\$ 60,920

Statement of Activities For the month ended June 30, 2015

	Chapter Fund	Community Service Fund	Professional Development Fund	Total
Revenues				
Training			\$ 50,783	\$ 50,783
Luncheon collections	\$ 6,037			\$ 6,037
Chapter dues	\$ 848			\$ 848
5k run		\$ 19,935		\$ 19,935
Donations		\$ 500		\$ 500
Other income	\$ 1,210	\$ 425		\$ 1,635
Total revenues	\$ 8,095	\$ 20,860	\$ 50,783	\$ 79,737
Expenses				
Training costs			\$ 25,770	\$ 25,770
Membership luncheon	\$ 10,989			\$ 10,989
CGFM			\$ 1,132	\$ 1,132
Scholarships		\$ 4,000		\$ 4,000
Donations		\$ 500	\$ 1,000	\$ 1,500
Community Service Activities		\$ 453		\$ 453
5k run		\$ 6,882		\$ 6,882
PDC			\$ 8,411	\$ 8,411
Bad debts			\$ 500	\$ 500
Other expenses	\$ 874			\$ 874
Total expenses	\$ 11,863	\$ 11,834	\$ 36,813	\$ 60,511
Increase (decrease) in net assets	\$ (3,769)	\$ 9,026	\$ 13,969	\$ 19,226
Fund transfer	\$ 17,299	\$ (8,039)	\$ (9,260)	\$ -
Net assets at beginning of period	\$ (12,058)	\$ 17,159	\$ 36,593	\$ 41,694
Ending net assets	\$ 1,472	\$ 18,146	\$ 41,302	\$ 60,920

AGA Guam Chapter: About Us...

Our Mission

Advancing Government Accountability

Our Goals

To serve professionals in the government financial management community by:

- providing quality education
- fostering professional development certification; and
- supporting standards and research to advance government accountability

Who We Are

The AGA Guam Chapter serves professionals in the government financial management community by providing quality education, fostering professional development and certification, and supporting the standards and research to advance government accountability.

Chapter Executive Committee Members

Programs

Director: **Vincent Duenas**, MPA
email: vincentd@guamwaterworks.org

Education & Past RVP Pacific Rim

Chair: **Rodalyn May A. Gerardo**, CGFM, CIA, CPA, CGAP
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CGFM & Certification Regional Coordinator

Chair: **Jose Guevara III**, CGFM;
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Co-Chair: **Debbie Ngata**
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Early Careers & AGA National Board

Chair: **Doreen T. Crisostomo**, PhD, CGFM, CICA, CFE

doreentc@triton.uog.edu

Co-Chair: **Zeny Asuncion-Nace**, CGFM, CPA, CFE
znace@uguam.uog.edu

Student Representative & Co-Chair, Early Careers

Lorbea Palaming, JAS President
email: not available

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Co-Chair: **Zeny Asuncion-Nace**, CGFM, CPA, CFE
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Community Service

Chair: **Frances Danieli**, CGFM
danieli6@guam.net

Co-Chair: **Ariana Villaverde**
Araina.villaverde@gmail.com

Chapter Recognition Program, Regional Vice President-Elect & Education Regional Coordinator

Chair: **Taling Taitano**, CPA, CGFM
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Awards

Chair: **Vincent Duenas**, MPA
email: vincentd@guamwaterworks.org

Scholarship

Chair: **Cora Montellano**, CGFM
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Co-Chair: **Pamela Aguigui**
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Research/Standards

Chair: **Christopher Wolseley**, CA
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By-Laws and Procedures:

Chair: **Llewelyn Terlaje**, CGAP;
email: lterlaje@guamopa.org

Historian:

Jerrick Hernandez
email: jhernandez@guamopa.org