

OFM Training

OMWBE* REPORTING (*Office of Minority & Women's Business Enterprises) FROM AFRS/DRS

Class Description: This three-hour class gives employees basic information concerning how OMWBE reporting is done from the Agency Financial Reporting System (AFRS) or Disbursement Reporting System (DRS). The rules for successful coding and reporting are discussed, as well as ways to apply and correct OMWBE specific transaction coding to accurately portray levels of public contracting and procurement participation by minorities, women and all others who may be socially and economically disadvantaged.

Target Group: Purchasing and fiscal personnel who are concerned with how OMWBE reporting works, and the key requirements for accurate OMWBE reporting through the AFRS and SRS systems.

Class Objectives: At the conclusion of this class, class participants should be able to:

- Understand the reasons for OMWBE reporting,
- Understand the terminology of OMWBE reporting,
- Understand how AFRS vendors and transactions are identified to support accurate OMWBE reporting,
- Understand how to report OMWBE eligible transactions from either the AFRS or DRS systems,
- Understand the advantages and disadvantages of reporting OMWBE eligible transactions from the AFRS system or the DRS system,
- Understand how to report sub-contractor payments.