

AGPMR ADVISORY

ADVISORY No. 18-01

EFFECTIVE: March 28, 2018

Title: Official USDA Fleet Management Information System

1. SUBJECT

This Advisory establishes FedFMS as the official USDA fleet management information system (FMIS), as required by Federal Management Regulation 102-34.347. All official fleet reports will be developed from data in FedFMS.

2. AUTHORITY/POLICY

- FMR 102-34.347
- AGPMR 110-34

3. IMPLEMENTATION

Federal Management Regulation (FMR) 102-34.347 requires Federal agencies to maintain a Fleet Management Information System (FMIS) to identify, collect, and analyze all costs involved in the operation of their fleets, including obligations incurred and expenditures made for the acquisition, operation, maintenance, and disposal of vehicles. In addition, agencies must be able to comply with all reporting requirements imposed by statute, Executive Order, and the Federal budget process. Finally, agencies need a FMIS that enables them to manage their fleet resources for maximum effectiveness and efficiency.

In order to satisfy the FMR, an agreement with the General Services Administration (GSA), dated July 13, 2012, was signed designating the Federal Fleet Management System (FedFMS) as the official FMIS of record at USDA. This agreement includes the automated feed of relevant data from the Federal Motor Vehicle Registration System (FMVRS), GSA acquisition systems Drive-Thru and AutoChoice, as well as fleet charge card transactional data, into FedFMS for the purpose of complying with Government-wide reporting requirements.

The website for FedFMS is <https://ffms.fas.gsa.gov/>. For access to the system, contact the USDA Fleet Manager, Rhea Jack, at Rhea.Jack@dm.usda.gov.

4. SIGNATURE & CONTACT

If you have questions or comments regarding this Advisory, please contact Paul Walden, Chief Property Management Division on (202) 720-7283, or by sending an email to Paul.Walden@dm.usda.gov.

EXPIRATION DATE: Effective upon issue date until canceled.



Paul Walden, Chief, PMD

AGPMR Advisories are posted on the USDA World Wide Web site at the following URL: <http://www.dm.usda.gov/pmd/>. If you have questions or comments regarding this advisory, please contact Paul Walden, Chief Property Management Division by telephone at (202) 720-7283, or via email at Paul.Walden@dm.usda.gov.