



# STATE CONTROLLER'S BULLETIN

Edward Karass  
State Controller

Rebecca M. Wyke, Commissioner  
Administrative & Financial Services

Bulletin #FY03-01

**SUBJECT: Department & Agency Responses to Audit Findings and Recommendations**

**DATE:** May 16, 2003  
**TO:** Department and Agency Financial Officers  
**FROM:** Edward A. Karass, State Controller  
**CC:** Rebecca Wyke, Commissioner  
Keith Todd, Budget Officer

The Commissioner, State Budget Officer, and the State Controller are taking steps to strengthen financial management and accountability throughout state government. Areas of concern to all of us are the published findings and recommendations contained in the Statewide Single Audit Report prepared by the State Auditor. Please prepare your responses and reply to the draft findings and recommendations within 10 business days of receipt of the correspondence from the Auditor. If you are unsure of how to respond to a particular issue raised by the Auditor, please contact the Controller's Office for technical assistance.

In order to provide technical assistance to you in areas of proper accounting, reporting, and control over the various funding sources and business processes within your agency, we are requiring a copy of your responses to the draft findings and recommendations of the Auditor be sent to us at the same time by using the following e-mail address in the statewide directory: **Account-Ctrl, Bureau**. Once we receive your responses, we will review them and assist you with the resolution if necessary. Please note that it is the intention of the Bureau to ensure that corrective action is taken by Departments and Agencies by making field visits to each affected agency.

Thank you for your cooperation in this matter.

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