

STATE OF NEW YORK
UNIFIED COURT SYSTEM
OFFICE OF MANAGEMENT SUPPORT
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BARRY A. COZIER
Deputy Chief Administrative Judge

WILLIAM CLAPHAM
Director of Financial Management
and Audit Services

TO: All Holders of the Financial Planning and Control Manual

NEW ACCOUNTING PROCEDURES

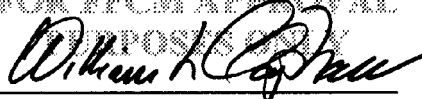
BULLETIN NUMBER: 255	June 30, 1997
SUBJECT: Check Combining - Agency Compliance	

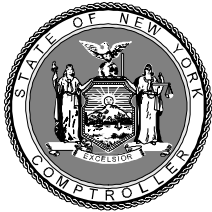
** This bulletin supplements the procedures contained in New Accounting Procedures Bulletins number 242 and 252, dated September 6, 1996 and February 28, 1997, respectively.*

Attached is a copy of OSC Accounting Bulletin number A-422, dated June 27, 1997. As indicated in this bulletin, OSC has made a minor system change in an effort to improve agency compliance with established vendor check compliance procedures.

All UCS agencies responsible for voucher processing are reminded that utilization of the check combining system is required when making payments to participating vendors. Please support this administrative streamlining initiative.

NYS UNIFIED COURT SYSTEM
FOR FPCM APPROVAL


William L. Clapham



Office of the State Comptroller

ACCOUNTING BULLETIN

Subject CHANGE TO VENDOR CHECK COMBINING	Bulletin No. A-422	Date 06/27/97
<p data-bbox="152 638 1471 785">As explained in Bulletin A-393, daily payments to participating vendors are combined into one check when agencies enter Payee ID, Additional, Zip Code and Route Code 'C' on the voucher. Effective July 2, 1997, it will no longer be necessary to enter Route Code 'C'. Payments to the same Payee ID, Additional and Zip Code will be combined with a 'C' Route Code or blank Route Code.</p> <p data-bbox="152 827 1471 1010">Based on our reports monitoring agency compliance with check combining, this change should increase the percentage of payments combined for participating vendors from 53 percent to 60 percent. Additional increases in combined payments must come from agency changes to systems and processes. Vendor responses to check combining have been very favorable, and they join us in asking all agencies to support this effort.</p> <p data-bbox="250 1052 1386 1083">Direct questions on this bulletin to the Accounting Information Center at (518) 473-1170.</p>		