

24 May 2001

MEMORANDUM FOR Roger C. Bowling, Resource Management Officer
Norfolk District, Corps of Engineers

SUBJECT: Administrative Control Of Funds

1. Under the provisions of DFAS-IN 37-1, paragraph 0316, you are delegated the authority to establish and maintain district-wide procedures for fiscal management, administrative control and certification of funds and funding authorities received by Norfolk District. You are responsible for establishing the overall district-wide fund control parameters and creating delegations from me to key personnel to avoid fiscal violations and fix accountability if they occur. You must establish and maintain operational controls necessary to ensure that district-wide obligation and expenditure limitations are not exceeded. You must also establish procedures to ensure that prior to initiation and execution of any work there is certification by an accountable individual that proposed work/actions comply with **time, purpose** and **amount** constraints of the source appropriation.

2. In addition, you must establish procedures and monitor compliance to assure that CEFMS ACCESS permissions are limited to authorized personnel, provide advice on questionable fiscal issues and process apparent anti-deficiency violations. This will likely involve consulting the latest Comptroller General decisions and DOD regulations for questionable time, purpose and amount issues and the use of Federal Funds for food, memorabilia and similar potentially questionable items.

3. This delegation includes the authority to further delegate any or all of these responsibilities to personnel within your organization. Such re-delegation must be in writing and by name to be considered valid.

4 Encls



ALLAN B. CARROLL
Colonel, EN
Commanding