



North Carolina Department of Health and Human Services
Office of the Controller

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS
Laketha M. Miller
Controller

June 27, 2014

Dear County Director of Social Services/Child Support Enforcement Agency Directors:

Subject: DSS Fiscal Manual Updates/Changes

The DSS Fiscal Manual has been reissued with the date of June 30, 2014. The reissued DSS Fiscal Manual replaces all past issuances of the DSS Fiscal Manual. The DSS Fiscal Manual is available to local DSS personnel via the DHHS Office of the Controller website. In addition, copies of the most important correspondence (e.g. Dear County Director Letters and Dear Child Support Enforcement Agency Directors Letters) are posted on our website for your convenience for viewing or downloading.

You may view or download the DSS Fiscal Manual from the DHHS Office of the Controller Home Page:
<http://www.ncdhhs.gov/control/>

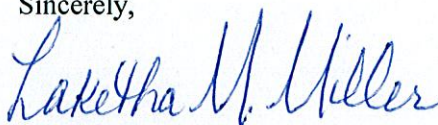
Click on County Departments of Social Services
Click on Fiscal Manual

The following is a brief summary of the updates/changes made to this fiscal manual reissue.

- 1) Additional guidance regarding the ADP Equipment Acquisition and the Computer Equipment Acquisition Plans were added. See sections II-C, III-B and VIII-A.
- 2) A staff change was made. See Appendix III.
- 3) Review Appendix-I under the linked titled "New Updates 4th" for a direct link to these and other DSS Fiscal Manual revisions.

If there are questions concerning this DSS Fiscal Manual or how to access the website, please contact the County Administration Accounting Unit at (919) 527-6150.

Sincerely,


Laketha M. Miller

LMM/pt

cc: Jack W. Chappell	Debbie Hawkins	Myra K. Dixon	Pricillia Tabon
Wayne E. Black	Kathy Sommese	Local Business Liaisons	DSS-1571 Contact Personnel

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