From: <u>Carlson, Ron</u>

To: AS State Accounting Financial Contacts

Subject: outstanding warrants lists

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New outstanding warrants listings have been prepared and are available for review and download from the AS State Accounting website at http://www.das.state.ne.us/accounting/nis/reports/os warrants/osw index.htm. The current listings include warrants issued through December 2011, which were still outstanding as of February 21, 2011. These listings are available in both Acrobat and Excel files. Questions regarding these listings can be directed to Ron Carlson in State Accounting at (402) 471-0619 or at Ron.Carlson@nebraska.gov.

Agencies are expected to review their listings each quarter and take appropriate action to follow up with vendors/employees on outstanding items. Documentation should be maintained on the actions taken for all AP warrants greater than \$5,000.00 and for all payroll warrants.

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