



**DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
FINANCE CENTER
5720 INTEGRITY DRIVE
MILLINGTON, TENNESSEE 38054-5005**

REPLY TO
ATTENTION OF:

CEFC-AR

24 August, 1998

MEMORANDUM FOR ALL District Finance and Accounting Officers

SUBJECT: New Reporting Requirement for Standard General Ledger Adjustments,
CFO-98-003

1. New SGL Reporting Requirement – As stated in my previous memorandum, the USACE is required to submit auditable CFO statements. Since accurate and verifiable SGL's are key to creating these statements, it is necessary that we systematically report and track any and all adjustments made to the SGL's outside of the CEFMS arena.
2. Effective with June end-of-month reporting the attached sample report must be submitted, by each month, the 15th calendar day to the POCs stated below.
3. The report should be signed by the Finance and Accounting Officer.
4. POCs are as follow:

Civil - Lynda Locke (901)874-8452
RF - Anita Lauterbach (901)874-8448

FOR THE DISTRICT:

Encls

/s/
THOMAS L. BROCKMAN
Deputy Director, Accounting Operations
USACE Finance Center