



Financial Managers' Meeting

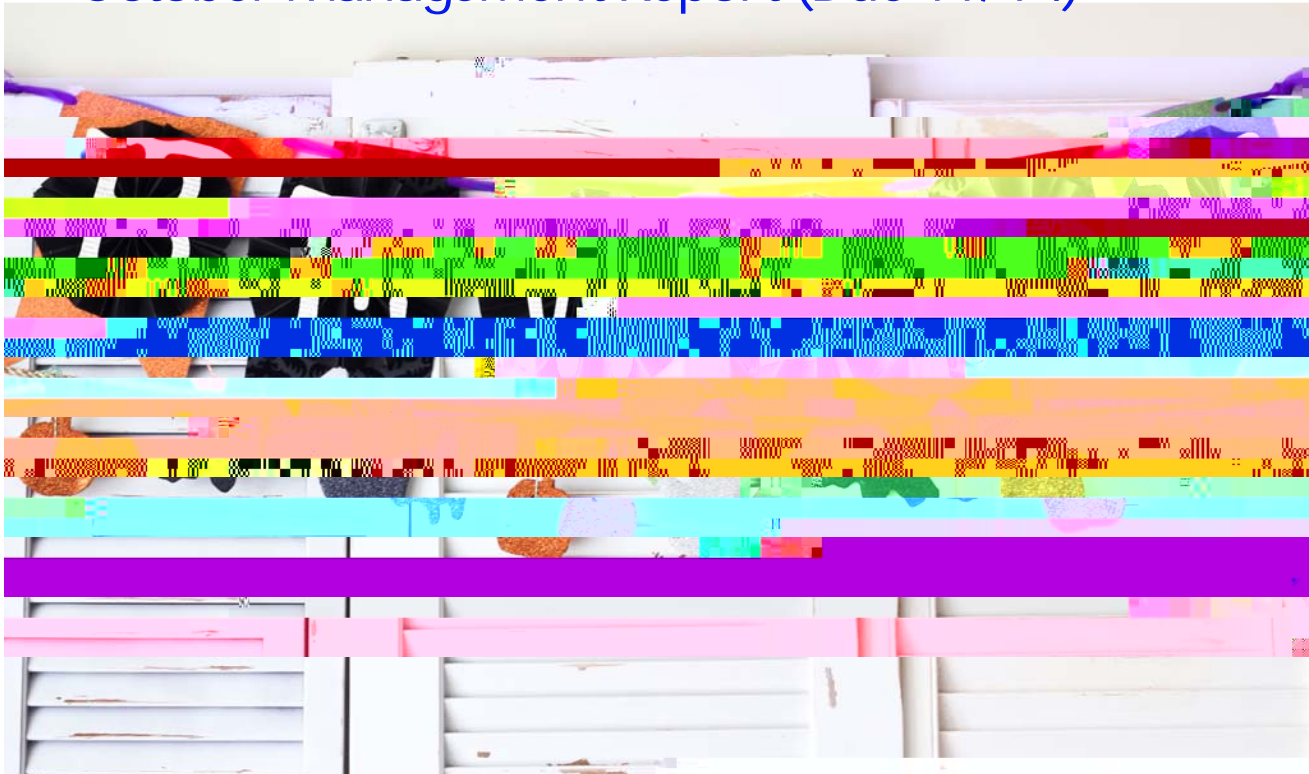
October 31, 2017

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 - OFA Transaction Manager Position
 - Keep funds current on exempt timesheets
 - Banner outage: November 23 through 26
 - October Management Report (Due 11/14)



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- OMB Updates
- Travel Changes!



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- Document review prior to payment
 - Approvals and Purpose (All Documents)
 - Full Review (International and High Value)
- New Authorization Forms (PDF and DocuSign)
 - Designed to maximize review efficiency: Printed names, clear notation of self authorization, delegation of authority, and when to include additional approvals.
- Reduced Signature Requirements on Expense Reports
- Improved Guidance (Regulation and Best Practice)
- Revised Third Party Authorization

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Locations announced prior to each meeting.

December 05
January 30
February 27
March 27
April 24
May 29



All dates subject to change or cancellation