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May 12, 2008

MEMORANDUM

TO: Chief Fiscal Officers
All State Agencies

FROM: Robert L. Childree
State Comptroller

SUBJECT: Daily Reports Access

In our continuing effort to improve the report distribution process the Comptroller's Office has made the daily Interfund Transaction Registers (SGCBIFBR and SGCBIFSR) and the daily Warrant Registers (A657A) available online. The registers are now posted daily at the FRMS website at <https://frms-reports@alabama.gov> or through the "Monthly Reports" link at the Comptroller's website <http://comptroller.state.al.us>. Agency employees can request access to these specific reports based on the approval of the agency security administrator. After log-on to the FRMS Reports website, select "Request to Modify Access", then select the GFS/CAS application, type in the report names SGCBIFBR, SGCBIFSR, and A657A, and then "Submit". The employee will receive an email confirmation once access has been granted.

Beginning June 2, 2008 these reports will no longer be printed and distributed by the Agency Distribution Section. For any questions or concerns regarding the reports, contact Ellen Eggers at (334) 242-7052 or ellen.eggers@comptroller.alabama.gov. Questions concerning the online access registration should be directed to Gwen Barnett at (334) 242-2192 or email to gwen.barnett@comptroller.alabama.gov.

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