

March 23, 2004

MEMORANDUM TO: Timothy I. Pulliam, Director
Division of Financial Services
Office of the Chief Financial Officer

FROM: Anthony C. Rossi, Acting Director */RA/*
Division of Financial Management
Office of the Chief Financial Officer

SUBJECT: PROCEDURES FOR MONITORING INTERNAL USE SOFTWARE
DEVELOPMENT

Attached are revised Procedures for Monitoring Internal Use Software Development Projects. These procedures document the current operating practices, which were modified to address audit issues identified during the FY 2003 financial statement audit and are effective immediately.

Attachment: As stated

cc: B. Gusack, OCFO/DFM/FSRT
G. Peterson, OCFO/DFM/CAT
T. Barham, OCFO/DFS/PRSVT
J. Schaeffer, OCIO
C. Turner, OCIO

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