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GOVERNOR

RAYMOND H. SATO
COMPTROLLER

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STATE OF HAWAII
DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES
P. O. BOX 119
HONOLULU, HAWAII 96810-0119

OCT 29 1999

COMPTROLLER'S MEMORANDUM 1999-31

TO: Heads of Departments

SUBJECT: Summary Warrant Voucher Processing at Year-end

The State's Financial Accounting and Management Information System (FAMIS) has been made Year 2000 compliant, and we are confident that it will not encounter any Y2K related problems. However, in the event that we do experience some system interruption as we enter the new calendar year, we would like to minimize any impact to vendors who do business with the State. Therefore, we request all departments to expedite the processing of vendor payments at year-end. Please make every effort possible to process by the end of December, invoices that would normally be paid in the first two weeks of January.

We will ensure that any computer generated summary warrant vouchers received by the close of business on December 27, 1999 will be processed on or before December 30, 1999. Summary warrant vouchers that are manually prepared or received after December 27 will be processed as time permits.

Should there be any questions, please have your staff call Wayne Horie of our Accounting Division at 586-0600.

M P Waterhouse

RAYMOND H. SATO
Comptroller