



NEW YORK STATE
Unified Court System

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DFM Bulletin

Number 0807

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TO : Holders of the Financial Planning and Control Manual

SUBJECT: Payments to Department of Correctional Services - Division of Industries

OSC Accounting Bulletin number A-591, dated May 20, 2008, advises agencies on the proper coding to be used on vouchers when making payments to the **Department of Correctional Services - Division of Industries**. OSC Accounting Bulletin A-591 may be viewed at the following URL:

<http://www.osc.state.ny.us/agencies/abulls/a591.htm>

Effective immediately, all payments to Correctional Industries will be made electronically. Vouchers to Correctional Industries should include the following entries:

- Payee ID: 146013200
- Additional: DCS99
- Zip Code: 12204

In conjunction with this change, Route Code "B" becomes obsolete. Error code 631-Invalid Route Code will be returned by the Central Accounting System if Code "B" is used.

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the coding of vouchers or the monitoring of internal controls relating thereto.

NYS UNIFIED COURT SYSTEM
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Charles J. Hughes