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**UNIFIED COURT SYSTEM**  
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TO: All Holders of the Financial Planning and Control Manual

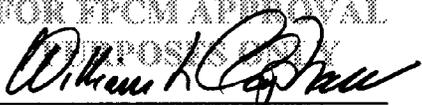
**NEW ACCOUNTING PROCEDURES**

BULLETIN NUMBER: 247	January 2, 1997
SUBJECT: Payee List - VOU065	

Attached is a copy of OSC Accounting Bulletin number A-399, dated December 12, 1996. This bulletin describes recent changes to the VOU065 Payee List report, an essential internal control tool for all UCS administrative offices. The VOU065 lists all payment and/or refund transactions issued by an agency and indicates the vendor, date paid and check number. This report should be used to verify that all payments were issued as intended.

As indicated in Bulletin A-399, the VOU065 now consists of three separate versions: 1) the VOU065A - 'A' warrants only; 2) the VOU065P - 'P' warrant refunds; and 3) the VOU065 - all other warrant types.

Please ensure distribution of this bulletin to all personnel within your respective jurisdictions who may be responsible for the processing of, or the monitoring of internal controls relating to, payments from State funds.

NYS UNIFIED COURT SYSTEM  
 FOR FPCM APPROVAL  
  
 William L. Clapham