



COMMONWEALTH of VIRGINIA

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TO: Agency Fiscal Officers & CAPP Manual Users

FROM: Michael E. Rider, EDP

SUBJECT: Commonwealth Accounting Policies and Procedures (CAPP) Manual—
Update No. 111 / Fixed Asset Accounting (FAACS)

**Three Topics
Revised**

31220—LAS Reporting—Revision bars included

- Updates policy to include Real Estate Lease approval by the Division of Real Estate Services (DRES), Department of General Services, in accordance with its policies and procedures.

70310—(FAACS) Security—Revision bars included

70315—(FAACS) Logging On and Off—Revision bars included

- Incorporates new, online security changes with updated online screens.
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**Status
Summary
Sheet**

An updated *Status Summary Sheet* is shown at our web site and displays the following for each *CAPP Manual* topic:

- Number and Title
- Page Length
- Latest Revision Date

http://www.doa.virginia.gov/Admin_Services/CAPP/Status_Summary.pdf

**DOA's CAPP
Manual
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