



COMMONWEALTH of VIRGINIA

DAVID A. VON MOLL, CPA
COMPTROLLER

Office of the Comptroller

P. O. BOX 1971
RICHMOND, VIRGINIA 23218-1971

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TO: Agency Fiscal Officers & CAPP Manual Users

FROM: Amanda Morris, Assistant Director

SUBJECT: Commonwealth Accounting Policies and Procedures (CAPP) Manual—
Update No. 152 / Finance and Administration

**Two Topics
Revised**

Two topics related to Financial Management are included in this Update:

20319—Electronic Federal Tax Payments Processing (Effective 12/6/16)

20320—Information Returns Reporting (Effective 12/6/16)

**Status
Summary
Sheet**

An updated *Status Summary Sheet* is shown on 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
Contact**

Rudy Burgess, MBA
Electronic Publishing
✉ rudy.burgess@doa.virginia.gov
☎ (804) 225-3051