



COMMONWEALTH of VIRGINIA

DAVID A. VON MOLL, CPA
COMPTROLLER

Office of the Comptroller

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

November 19, 2019

TO: Agency Fiscal Officers & CAPP Manual Users

FROM: Amanda Simpson, Director, Compliance Oversight and Federal Reporting,
Department of Accounts

SUBJECT: Commonwealth Accounting Policies and Procedures (CAPP) Manual—
Update No. 168 / Topic 10105 - Structure of the Manual

**One Topic
Revised**

One topic is included in this update and a summary of changes is included below:

**Revision to contact information, removal of CARS references, updated web screen
shots, change in revision indication**

**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

https://www.doa.virginia.gov/reference/CAPP/Status_Summary.pdf

**DOA's CAPP
Manual
Contact**

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