



COMMONWEALTH of VIRGINIA

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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. 182 / CAPP Topics 10205**

**One Topic
Revised**

Topic: 10205 is included in this update and a summary of the changes is included on the next page.

**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

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Manual
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CAPP Manual 10205 Summary of Updates

Updates to CAPP Manual Topic 10205 can be found below:

- Changed nomenclature from Corrective Action Workplan (CAW) to Corrective Action Plan (CAP).
- Removed requirement to submit CAPs to Department of Planning and Budget.
- Strengthened requirement to ensure the operational effectiveness of controls implemented to remediate findings prior to reporting a completed status to DOA and APA.
- Clarified requirement for certain information for single audit finding CAPs.
- Strengthened instructions to ensure FOIA Exempt and PII are excluded from all CAP submissions.