

ATTACHMENT 1

| ITEM | DATE | PROCEDURES |
|--|---------------------------------|--|
| <p>CAPITAL IMPROVEMENT BUDGET CODES (COPS, LOBS, 2/3 GO)</p> <p>CAPITAL IMPROVEMENT BUDGET CODES (APPROPRIATIONS/RECEIPTS)</p> | <p>6/7/2018</p> <p>6/7/2018</p> | <p>Requisitions and Transfers MUST be submitted in CMCS by 10:30 am to be approved/updated in the 2017-2018 fiscal year.</p> <p>Certifications of Deposit must be entered in CMCS by 1:45 pm to be approved/updated in the 2017-2018 fiscal year.</p> <p>NO allotments or BD 606s for Capital Codes should be processed after June 7, 2018</p> <p>Capital Improvement Reports are due to OSC By June 21, 2018</p> |
| <p>CAPITAL IMPROVEMENT REVERSIONS</p> | <p>6/14/2018</p> | <p>NCAS A/P PROCESSING: IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2018 Reversions</p> <p>NON NCAS A/P PROCESSING: CMCS transfer to department code 9973 "Budget Code Number" of reverting code on explanation line</p> <p>Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p> |
| <p>SALE, LEASE, RENTAL of STATE LANDS G.S. 146-30</p> | <p>6/21/2018</p> | <p>NCAS A/P PROCESSING: IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2018 Net Proceeds from Sale, Lease, Rental</p> <p>NON NCAS A/P PROCESSING: CMCS transfer to department code 9978 "Net Proceeds from Sale, Lease or Rental" on explanation line</p> <p>Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p> |
| <p>SALE of SURPLUS PROPERTY 143-64.05</p> <p>G.S</p> | <p>6/21/2018</p> | <p>NCAS A/P PROCESSING: IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2018 Sale of Surplus Property</p> <p>NON NCAS A/P PROCESSING: CMCS transfer to department code 9978 "Sale of Surplus Property" on explanation line</p> <p>Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p> |