

ATTACHMENT 1

ITEM	DATE	PROCEDURES
CAPITAL IMPROVEMENT BUDGET CODES (COPS, LOBS, 2/3 GO)	6/6/2019	Requisitions and Transfers MUST be submitted in CMCS by 10:30 am to be approved/updated in the 2018-2019 fiscal year.
CAPITAL IMPROVEMENT BUDGET CODES (APPROPRIATIONS/RECEIPTS)	6/6/2019	<p>Certifications of Deposit must be entered in CMCS by 1:45 pm to be approved/updated in the 2018-2019 fiscal year.</p> <p style="text-align: center;">NO allotments or BD 606s for Capital Codes should be processed after June 6, 2019</p> <p style="text-align: center;">Capital Improvement Reports are due to OSC By June 20, 2019</p>
CAPITAL IMPROVEMENT REVERSIONS	6/13/2019	<p style="text-align: center;">NCAS A/P PROCESSING:</p> <p style="text-align: center;">IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2019 Reversions</p> <p style="text-align: center;">NON NCAS A/P PROCESSING:</p> <p style="text-align: center;">CMCS transfer to department code 9973 "Budget Code Number" of reverting code on explanation line</p> <p style="text-align: center;">Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p>
SALE, LEASE, RENTAL of STATE LANDS G.S. 146-30	6/20/2019	<p style="text-align: center;">NCAS A/P PROCESSING:</p> <p style="text-align: center;">IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2019 Net Proceeds from Sale, Lease, Rental</p> <p style="text-align: center;">NON NCAS A/P PROCESSING:</p> <p style="text-align: center;">CMCS transfer to department code 9978 "Net Proceeds from Sale, Lease or Rental" on explanation line</p> <p style="text-align: center;">Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p>
SALE of SURPLUS PROPERTY 143-64.05	G.S 6/20/2019	<p style="text-align: center;">NCAS A/P PROCESSING:</p> <p style="text-align: center;">IGO vendor Number: 561611588-08 (OSCGENFUNDREV) Remittance message: FY2019 Sale of Surplus Property</p> <p style="text-align: center;">NON NCAS A/P PROCESSING:</p> <p style="text-align: center;">CMCS transfer to department code 9978 "Sale of Surplus Property" on explanation line</p> <p style="text-align: center;">Please "PASS" in CMCS by 10:00 am to insure current day's processing.</p>