

MEMORANDUM FOR Mr. Thomas McCrary, Jr.

SUBJECT: Appointment Memorandum 04-18 , Delegation of Authority, Administrative Control of Funds

1. You are hereby delegated the authority to:

a. Control funds for this district and to certify funds made available on the Funding Allowance Documents (FADS) from USACE. You will establish systems to ensure prudent resource use and resource management.

b. Obligate, establish, and maintain administrative control of our funds. Clear lines of authority must be established and responsibility fixed. Delegations of authority will be made as follows.

(1) For all appropriated funds, a delegation of authority will be made by name to one primary individual (normally the Finance and Accounting Officer). The delegation will include necessary authority to promulgate fund controls in the district, to include centralized certification and control of funds before fund commitment or obligation.

(2) All delegations will be specific in nature. You may supplement these requirements, but you may not reduce them.

c. Authorized to certify year-end status of funds.

2. Authority: DFAS 37-1, Finance and Accounting Policy Implementation, Jan 00.

3. Purpose and Responsibilities are as follows:

a. Read, be thoroughly knowledgeable of, and comply with, the provisions of the below references, along with keeping me abreast of changes to fund control regulations and implement directives as received or advise me as to reasons for noncompliance:

(1) ER 37-2-10, Accounting and Reporting-Civil Works Activities, 1 Apr 69.

(2) ER 37-345-10, Accounting and Reporting-Military Activities, 1 Mar 69.

CESWL-RM (37)

SUBJECT: Appointment Memorandum 04-18 , Delegation of Authority, 20 Aug 2004  
Administrative Control of Funds

b. Certify as to the availability of civil funds, revolving funds, military funds, and on all forms requiring funds certification for obligation purposes.

c. Maintain funds accountability to prevent overuse of funds provided this District by the FAD or generated through automatic reimbursements.

d. Advise me immediately of any instance when a commitment or obligation has been incurred without proper authorized fund certification.

e. Advise me immediately of any instance when a resource target applicable to this command has been exceeded.

f. As primary fund certifying officer, issue instructions to and supervise alternate fund certifying officers to ensure the referenced regulations and the instructions in paragraph 3.a.-e. are followed.

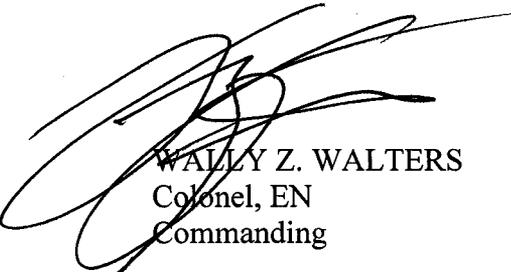
g. Certification of funds means that the balance of the appropriation, apportionment, or other information is sufficient to cover obligation.

4. Period of appointment:

a. This delegation of authority is effective as of the date of this letter and automatically terminates on your reassignment or upon my reassignment, unless rescinded earlier.

b. Any actions involving the administrative control of funds taken by you prior to the effective date of this memorandum are hereby ratified.

5. Point of Contact: Dana Spriggs, (214) 767 2463.



WALLY Z. WALTERS  
Colonel, EN  
Commanding

CF:  
Named individual  
CESWD-RM