



Agency Addressed (AA) Memorandum Updates:

FY 22/23, AA Memo #5 – TRAINING CALENDAR FOR DIVISION OF ACCOUNTING & AUDITING CLASSES PUBLISHED – Issued: August 25, 2022 – The Department of Financial Services is pleased to announce the training calendar for all classes offered by the Division of Accounting & Auditing for the Second Quarter of 2022-2023 has been published. The calendar may be found at <https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/training/calendar>.

FY 22/23, AA Memo #6 – JUDGMENT INTEREST RATE FOR THE QUARTER BEGINNING October 1, 2022 – Issued: September 9, 2022 – Chapter 2011-169, Laws of Florida, amended section 55.03(1), Florida Statutes (F.S.), to require the Chief Financial Officer (CFO) to set the rate of interest that shall be payable on judgments and decrees on a quarterly basis rather than an annual basis. Sections 215.422(3)(b), 337.141(3) and 687.01, F.S., require the use of the interest rate established in section 55.03(1), F.S.

FY 22/23, AA Memo #7 – STATE AGENCY PAYROLL COMPLIANCE CHECKLIST – Issued: September 29, 2022 – The Department of Financial Services (Department) is responsible for processing payrolls for all state agencies. We have updated the State Agency Payroll Compliance Checklist to provide the Department with reasonable assurances that state agencies are presenting accurate and reliable information to the Bureau of State Payrolls (BOSP) for payroll processing and to ensure compliance with the applicable guidelines governing this process.

FY 22/23, AA Memo #8 – FLORIDA ACCOUNTING INFORMATION RESOURCE (FLAIR) WARRANT CANCELLATION (WC) UPDATE – Issued: November 10, 2022 – In order to improve reporting, a new status code will be used to distinguish prior year warrant cancellations from current year warrant cancellations. When a warrant issued in the prior fiscal year is cancelled, it will now be assigned status code 6. Warrants issued and cancelled in the same fiscal year will still be assigned status code 3.

FY 22/23, AA Memo #9 – TRAINING CALENDAR FOR DIVISION OF ACCOUNTING & AUDITING CLASSES PUBLISHED – Issued: December 5, 2022 – The Department of Financial Services is pleased to announce the training calendar for all classes offered by the Division of Accounting & Auditing for the Third and Fourth Quarters of 2022-2023 has been published. The calendar may be found at <https://sf01.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/training/calendar.pdf>.

FY 22/23, AA Memo #10 – JUDGMENT INTEREST RATE FOR THE QUARTER BEGINNING January 1, 2023 – Issued: December 5, 2022 – Chapter 2011-169, Laws of Florida, amended section 55.03(1), Florida Statutes (F.S.), to require the Chief Financial Officer (CFO) to set the rate of interest that shall be payable on judgments and



decrees on a quarterly basis rather than an annual basis. Sections 215.422(3)(b), 337.141(3), and 687.01, F.S., require the use of the interest rate established in section 55.03(1), F.S.

FY 22/23, AA Memo #11 – 2022 CALENDAR YEAR-END INFORMATION – Issued: December 5, 2022 – The following payroll related information is provided to assist agencies in complying with the Payroll Calendar Year-End reporting and processing schedule. Details regarding upcoming payroll processing activities and deadlines are included. The Payroll Preparation Manual, which is referenced throughout this memorandum, can be accessed at https://sf01.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/bosp_manual2.pdf. Most reports referenced in this memorandum are available through the Report Distribution System (RDS). If you need assistance in viewing or printing your reports, please contact your agency RDS administrator.

To view any of the above memos electronically, visit:

<https://myfloridacfo.com/division/aa/state-agencies/agency-addressed-memoranda>.

Employees' Information Center (EIC) Registration Reminder:

The EIC provides current and former state employees the ability to make inquiries into their payroll information. This includes:

- Current W-4 information
- Five years of earnings statements, W-2 forms and reimbursements (i.e. travel and flexible benefits)
- Verification of eligibility for tuition waiver program
- Electronic W-2 registration for faster and more secure access to tax information.

To register, visit the State of Florida Employees' Information Center at:

<https://apps.fldfs.com/EIC/EmployeeInfoCenter>.