

REVOLVING FUND

3740

(No. 25 April 1995)

The Revolving Fund unit is responsible for the maintenance and accountability of CDF's approximately \$6 million revolving fund. There are approximately 2,200 checks issued per month. The field has authority to issue checks for seasonal employees' uniform allowances, travel advances, and salary advances. The Revolving Fund issues all other disbursements and is responsible for the reconciliation, tracking, and reporting of the revolving fund.

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