

STATE OF HAWAII

Accounting Manual

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Volume I

Part 100: Introduction to the Accounting Manual

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SECTION 150: REVISIONS TO THE ACCOUNTING MANUAL

General

It is part of the nature of this accounting manual to be revised from time to time. Revisions, like the manual itself, are controlled by the Comptroller. The only revisions to be entered in this manual are those circulated by the Comptroller under a formal transmittal.

Request for Revisions

Users are encouraged to initiate any revisions that appear appropriate, but such proposed revisions must be submitted to the Comptroller for review, in order that the resulting benefits may be made available to all users.

Manual Revisions Transmittal Sheet

The Manual Revisions Transmittal Sheet has instructions on up-dating the Accounting Manual. It is prepared in two copies and is sent to all holders of the manual. The duplicate copy is signed and returned to the Comptroller, and the original copy is retained and filed at the end of the manual in the order of the date of issuance.

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