



## Memorandum

To: All Agencies

From: John Boucher  
Deputy Commissioner

Date: July 1, 2016

Subject: **STATE ADMINISTRATIVE MANUAL – TRANSMITTAL NUMBER 90**

The following sections within the Alaska Administrative Manual (AAM) are being revised with this transmittal memo effective July 1, 2016.

### Payment Methods

Several sections within the payment methods portion of the AAM have been updated to reflect how the State is currently doing business. None of the updates change current policy or procedures. Please read through section 38 to ensure your current understanding is correct.

### Cash

Several sections within the cash portion of the AAM have been updated to reflect how the State is currently doing business.

The only update changing a current policy is in section 50.130 – ACH and Wire Transfers. The current policy states, “All outgoing payments over \$10 million should be made via EFT...” This section is being updated to read, “All outgoing payment issued by the State should be made via EFT, where possible. Specifically, any payment over \$1 million should be made by EFT...”

Please read through section 50 to ensure your current understanding is correct.

JB/kh