



Office of the Secretary

Government of the Federated States of Micronesia  
Department of Finance & Administration  
P.O. Box PS158 Palikir, Pohnpei FM 96941



July 18, 2019

Mr. Joseph M. Daisy  
President  
College of Micronesia- FSM  
Pohnpei, FM 96941

*Handwritten signature and date: 7/19/19*

Dear Mr. Daisy:

Please be informed that effective immediately, we will request that all check copies and supporting documents to be submitted when requesting reimbursements.

We also would like to inform you that you can use FSM Treasury to process all transactions except payroll transactions. Should you need clarifications on this new requirement, please contact MS. Akiama George of Erick Paul at 320-2645/2616.

Sincerely yours,


*Handwritten signature: Sihna N. Lawrence*  
Sihna N. Lawrence  
Secretary  
enclosures:

*\* supporting doc.  
- contracts  
- detailed ledger*



**GOVERNMENT OF THE  
FEDERATED STATES OF MICRONESIA**  
DEPARTMENT OF FINANCE & ADMINISTRATION  
**Division of National Treasury**  
P.O. Box PS 158, Pohnpei, FM 96941  
tel.: (691) 320-2645 / 2576 fax: (691) 320-2597 / 8783 / 2380

Office of the  
Assistant Secretary.

Date: 7/02/19  
To: COM-FSM  
From: National Treasury 

Subject: Return unprocessed document (s) unprocessed due to the reason (s) indicated below:

- ( ) No funds/account Number
- ( ) Insufficient funds
- ( ) Need management signature
- ( ) wrong form (Please use \_\_\_\_\_ form)
- ( ) Need president's or vice president's approval
- ( ) Request not comply with Financial Management Regulation  
Subpart \_\_\_\_\_ Subsection \_\_\_\_\_
- ( ) Need at least three (3) price quotations (competitive price quotation) actual profoma invoices from at least three vendors
- ( ) Need original invoices(s)
- () Others: (specify)  
Need additional supporting.

You are requested to review your budget allocations and or grant/contract agreements and contact us at telephone numbers 320-2645/2576/2616/2867 for further information

Thank you.

Control #: