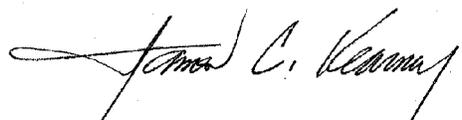


For: State and County Offices

Minimum Number of COR's

Approved by: Associate Administrator, Operations and Management



1 Overview

A

Background

FSA is required by the Federal Managers' Financial Integrity Act of 1982 to have internal accounting and administrative controls established. CORP is FSA's most flexible and comprehensive internal control process. An evaluation of CORP has revealed a need to establish a minimum number of COR's to accomplish the CORP mission.

B

Purpose

This notice provides:

- the policy on maintaining minimum number of COR's
- a listing of States that will share a COR position
- the policy on COR's during a RIF.

<p>Disposal Date</p> <p>December 1, 1999</p>	<p>Distribution</p> <p>State Offices; State Offices relay to County Offices and COR's</p>
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2 Minimum COR Staffing Level

A

Policy

SED's shall maintain the following minimum COR staffing levels. These levels are based on 1 COR for every 33 Service Centers.

Non-Shared COR's					
State	Number of COR's	State	Number of COR's	State	Number of COR's
Alabama	2	Michigan	2	Pennsylvania	1
Arkansas	2	Minnesota	2	South Carolina	1
California	1	Mississippi	2	South Dakota	2
Colorado	1	Missouri	3	Tennessee	2
Florida	1	Montana	2	Texas	6
Georgia	3	Nebraska	2	Utah	1
Idaho	1	New Mexico	1	Virginia	1
Illinois	3	New York	1	Washington	1
Indiana	2	North Carolina	2	West Virginia	1
Iowa	3	North Dakota	2	Wisconsin	2
Kansas	3	Ohio	2	Wyoming	1
Kentucky	3	Oklahoma	2		
Louisiana	1	Oregon	1		

Shared COR's			
States	Number of COR's	States	Number of COR's
Arizona Nevada	1	Delaware Maryland New Jersey	1
Connecticut Massachusetts Rhode Island New York (In addition to the non-shared COR.)	1	Maine New Hampshire Vermont	1

Continued on the next page

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2 Minimum COR Staffing Level (Continued)

B

SED Action

SED's shall take appropriate action to ensure that minimum COR staffing levels are met.

C

**Exceeding the
Minimum
Staffing Level**

SED's may exceed the minimum COR staffing levels if they do not exceed their State's employee ceiling.

3 RIF Policy

A

Policy

SED's shall **not** issue a RIF notice to COR without EDSO concurrence.
