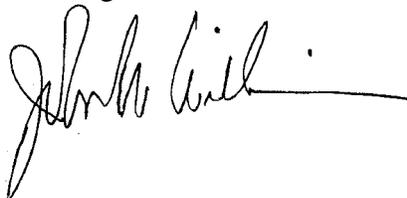


**For:** FSA Offices

**Annual Review of Redlegation of Authority to Sign or Countersign CCC Payments**

**Approved by:** Deputy Administrator, Management



**1 Annual Review Information**

**A Background**

1-FI, paragraph 19, requires that SED's and CED's review CCC-392's annually to determine whether redelegations of authority to sign or countersign payments should be continued or revoked.

The County Operations Review Program Report for FY 2003 indicates that over 35 percent of the offices reviewed were not conducting an annual review of CCC-392's.

**B Purpose**

This notice reminds State and County Offices of the requirement to review CCC-392's annually.

**C Certify Annual Review of CCC-392's**

State and County Offices shall ensure that all CCC-392's have been certified within the last calendar year. Complete CCC-392, Part B if the redelegation of authority is no longer necessary. Complete CCC-392, Part C to certify that the review has been completed.

**D Contact**

If there are any questions about this notice, contact Debbie Simmons, FMD at 703-305-1309.

<p><b>Disposal Date</b></p> <p>January 1, 2005</p>	<p><b>Distribution</b></p> <p>State Offices; State Offices relay to County Offices</p>
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