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## 1403 FINANCIAL REPORTING TO OUTSIDE AGENCIES

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**SUBJECT: FINANCIAL REPORTING**  
**TITLE: FINANCIAL REPORTING TO OUTSIDE AGENCIES**  
**EFFECTIVE: DECEMBER 1986**  
**REVISED: MAY 2018**  
**LAST REVIEWED: APRIL 2018**  
**RESPONSIBLE OFFICE: COMPTROLLER**  
**APPROVAL: COMPTROLLER**

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### PURPOSE

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The University is required by governmental and private agency regulations to provide various periodic financial reports.

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### POLICY

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1. The Office of the Comptroller is responsible for ensuring the timely preparation, approval and submission of all required financial reports.
2. The Office of the Comptroller has delegated this responsibility with respect to required reporting of financial results at a specific school, center or department level to the Schools and Centers.
3. The Office of the Comptroller has delegated this responsibility with respect to those provided for in financial policy 2126 Interim & Final Financial Reports to the Office of Research Services.
4. The financial accounting system and the related subsystems are the source for preparation of all required financial reports.
5. Any financial information included in reports to any outside third party, either directly or by reference, with the exception of those provided for in financial policy 2126 Interim & Final Financial Reports, which are the responsibility of the Office of Research Services, should be approved by the Office of the Comptroller prior to distribution.