

## Department of Administrative Services - State Accounting Enterprise

Section	Procedure Number	Page Number	Effective Date
PRE-AUDIT	201.000	1 of 1	July 1, 2003 Revised 6/1/04
<b>Subject</b> MEMORANDUM OF UNDERSTANDING (MOU)			

1. The Memorandum of Understanding (MOU) outlines the duties and responsibilities of the department and DAS-SAE for the pre-audit and processing of documents and accounting transactions.
2. To view a sample MOU agreement, [click here](#).
3. Please contact DAS-SAE-Daily Processing with any questions.