

STATE OF CALIFORNIA

KATHLEEN CONNELL
Controller of California

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P.O. Box 942850
Sacramento, CA 94250-5878

DATE: September 10, 2001

PAYROLL LETTER #01-014
(CIVIL SERVICE ONLY)

TO: All Agencies in the Uniform State Payroll System

FROM: **RALPH ZENTNER, Acting Chief**
Personnel/Payroll Services Division
State Controller's Office

RE: **2001 FB/EBE CERTIFICATION DEADLINE**

This Payroll Letter reminds agencies of the September 28, 2001 filing deadline for submitting the 2001 Fringe Benefit/Employee Business Expense Compliance Certification forms. Certification packages, including filing instructions, were mailed to agencies August 10, 2001.

As the filing deadline is fast approaching, please complete and return the certification by September 28, 2001. NOTE: compliance with this annual requirement eliminates preventable agency fines, penalties and assessments. Should you have any certification questions, please contact: Chris Knutson at (916) 322-8112 or by e-mail at cknutson@sco.ca.gov.

RZ:CK/TSS