

## ACCOUNTING MANUAL SECTION 1.08

F. Immediately upon receipt of a request for Accounting Procedures Review, the Chairperson shall assign it to a working group consisting of two or more Commissioners. Each working group must have both private and public representations.

1) The working group may contact either the interested party or the signatory agency involved for additional information. They may also request a statement of the public agency's position with respect to the claim being set forth. Participating agencies are required to cooperate with any account reviews pursuant to this Act. Agencies failing to cooperate fully, ~~either through unwillingness or inability~~through either unwillingness or inability, may be found to be non-compliant.

2) If the work group deems it necessary, it may utilize the SCO audit division or a consultant deemed qualified for the purpose of this investigation. The auditor or consultant will conduct a thorough investigation of the facts surrounding the claim. This investigation may include any ~~field work~~fieldwork deemed necessary by the auditor or consultant. The auditor or consultant shall interview the public agency involved and submit as a part of the findings a complete statement of the public agency's position with respect to the review being conducted.

3) The auditor or consultant shall prepare written findings and a recommended decision within ~~twenty calendar days from the date the request for review was received by the Commission~~the timeframes established in PCC section 22043.

G. The Commission shall review the findings of the work group and the report of the auditor or, consultant, if utilized, and render its final decision within ~~thirty calendar days of the date on which the request was received by the Commission~~the timeframes established in PCC section 22043. A copy of the decision shall be mailed by first class mail, postage prepaid, to each Commission member, the interested party, and the public agency involved.