

STATE CONTROLLER'S OFFICE
PERSONNEL AND PAYROLL SERVICES DIVISION
P.O. BOX 942850
SACRAMENTO, CA 94250-5878

DATE: November 23, 2020 PERSONNEL LETTER #20-029

TO: All Agencies/Campuses in the Uniform State Payroll System

FROM: Jil Barraza, Chief
Personnel and Payroll Services Division

RE: SIGNATURE AUTHORIZATION CARD (PPSD 8A) DISCONTINUATION

Effective immediately, the State Controller's Office is discontinuing the Signature Authorization Card (PPSD 8A) process for personnel documents referenced in the Personnel Action Manual (PAM) [sections 5.95-5.97.2](#).

Agencies and campuses are still responsible for complying with the State Administrative Manual (SAM) [section 8580.1](#).

Changes to the PAM will be completed as soon as practical.

For information regarding the discontinuation of this process, please contact the Division Document Coordination Unit via phone at (916) 322-8139.

Additional Contact Information:

- [Statewide Customer Contact Center](#) (916) 372-7200
- HR Suggestions Email (All HR Staff) PPSDHRSuggestions@sco.ca.gov
- CSU Inquiry Email (HR Supervisors and Managers) PPSDCSUInquiry@sco.ca.gov
- Cal Employee Connect Email connecthelp@sco.ca.gov
- Cal Employee Connect Feedback Email connectfeedback@sco.ca.gov

SCO Key Initiatives:

- [Cal Employee Connect Project](#)
- [CalATERS Replacement Project](#)
- [California State Payroll System Project](#)

JEB:KG:ASB