



CIRCULAR

STATE OF NEW JERSEY

DEPARTMENT OF THE TREASURY

NO.: 26-01-OMB	ORIGINATING AGENCY: OFFICE OF MANAGEMENT AND BUDGET	PAGE 1 OF 16
EFFECTIVE DATE: JULY 1, 2025	EXPIRATION DATE: JUNE 30, 2026	SUPERSEDES: 25-01-OMB
SUBJECT: CIRCULAR INDEX BY YEAR AND CLASSIFICATION WITH CURRENT CONTACT INFORMATION		
ATTENTION: DIRECTORS OF ADMINISTRATION AND CHIEF FISCAL OFFICERS		
FOR INFORMATION CONTACT: STACY.SITKO@TREAS.NJ.GOV		

Attached is the current Department of the Treasury Circular Index, which supersedes the index distributed (Circular 25-01-OMB), dated July 1, 2024. There are two indexes; one by year and one by classification. Both consist of all current circulars and remain in effect until superseded.

This index contains the current contact information which may be different from the contact information on each individual circular.

Circulars are policy directives and/or procedures that are required to be followed by executive branch departments/agencies. If other branches of government, independent governmental organizations, authorities, colleges, universities, etc. wish to adopt circulars, it is at their own discretion to implement or amend as they find necessary.

Tariq Shabazz

Tariq Shabazz
Acting Director

Attachment

NOTE: A complete repository of all circulars issued is on the State of New Jersey's web site located at the following address: <http://www.nj.gov/infobank/circular/circindx.htm>.

C.L.#	SUBJECT	CONTACT	SUPERSEDES
The following Circulars, listed by year, are current and still in effect:			
88-07-GSA	Transfer of Real Property between State Agencies	Robert.Tighue@treas.nj.gov	81-34-OMB
90-10-GSA	Steel Shelving Review and Procurement Procedures	Thomas.Edenbaum@treas.nj.gov	87-01-GSA
91-13-OMB	Fiscal Note Procedures	Jennifer.Carseberg@treas.nj.gov	86-07-OMB
91-29-OMB	Employee Membership in the State's Retirement System	John.Megariotis@treas.nj.gov	----
93-13-GSA	Debarments, Suspensions, Disqualifications Pursuant to Executive Order # 34/1976	Thomas.Edenbaum@treas.nj.gov	----
94-26-OMB	State Expenditure Recoveries from the Federal Government	Jeffrey.DeCicco@treas.nj.gov	87-09-OMB
95-08-OMB	Intra-Governmental Payment Vouchers	Leslie.Notor@treas.nj.gov	----
95-13-OMB	Audits of State Agencies	Jeanmarie.Sellner@treas.nj.gov	85-39-OMB 86-12-OMB
95-15-GSA	Effective Use of Photo Copiers	Treasury.PrintShop@treas.nj.gov	95-12-GSA
95-21-GSA	Leasing Out of State Real Property	Robert.Tighue@treas.nj.gov	91-06-GSA
95-22-GSA	Acquisition of Real Property by State Agencies	Robert.Tighue@treas.nj.gov	88-10-GSA (PFM-06-88)
97-05-ST	Administration of Public Records of Privatized Functions and Services	Peter.Lowicki@treas.nj.gov	----
97-07-ST/CA	Administration of Public Records of Privatized County and Local Functions and Services	Peter.Lowicki@treas.nj.gov	----
97-10-GSA	Building Condemnation and Demolition	Robert.Tighue@treas.nj.gov	91-15-OMB
98-12-OMB	Transfer Guidelines	Leslie.Notor@treas.nj.gov	96-05-OMB
98-17-OMB	Use of the State of New Jersey Payment Voucher by State Agencies	Leslie.Notor@treas.nj.gov	----
99-08-OMB	Commutation Mileage Payments Accounting and Taxability	Zachary.Burkhalter@treas.nj.gov	----
01-01-ST	Uniform Electronic Transactions Act (UETA) Guidance	Liz.Hartmann@treas.nj.gov	----
01-11-OMB	EZ Pass Toll Accounts	Leslie.Notor@treas.nj.gov	----

C.L.#	SUBJECT	CONTACT	SUPERSEDES
03-10-ST	Managing Electronic Mail: Guidelines and Best Practices	Liz.Hartmann@treas.nj.gov	----
04-15-DPMC/OMB	SPR PROCESS	Thomas.Edenbaum@treas.nj.gov	97-14-GSA
05-02-OMB	Federal Funds	Jeanmarie.Sellner@treas.nj.gov	95-19-OMB
06-10-OMB	Payment of Lawsuit Awards and Settlements	Leslie.Notor@treas.nj.gov	02-08-OMB
07-04-OMB	Form 1099 Issuance	Vincent.Tiberi@treas.nj.gov	94-11-OMB
07-05-OMB	Grant Agreement - Agency Contracts	Jeanmarie.Sellner@treas.nj.gov	05-12-OMB
08-06-PMC/OMB	Disposal of Surplus State Real Property and Granting of Easements/Licenses Across State Lands	Robert.Tighue@treas.nj.gov	99-02-PMC/OMB
09-14/CSC/PMC/OMB	State Employee Location Coding	ecatsadmin@csc.nj.gov talrs.support@csc.nj.gov locationcode.support@csc.nj.gov	99-03-PMC/OMB
10-02-OMB	Automated Records Management/Storage Systems and Related Services	Liz.Hartmann@treas.nj.gov	07-11-OMB
10-04-OES/OMB	New State Energy Tracking System and Policy for Payment of Energy Invoices	Tim.Fahey@treas.nj.gov	----
10-06-ADM	Motor Vehicle Credit Card Assignment and Use Policy	John.Cappello@treas.nj.gov	95-14-GSA
10-08-ST	Microfilming of Public Records and Purchase of Micrographic Equipment	Liz.Hartmann@treas.nj.gov	----
10-11-OMB	Banking Services	OMB: Leslie.Notor@treas.nj.gov Credit Card Processing: Martin.Ingenbrandt@treas.nj.gov	00-12-OMB
10-12-OMB/ADM	Payroll Printed Message and Paycheck Distribution Policy	OMB: Nadia.Jordan@treas.nj.gov ADM: Amanda.Truppa@treas.nj.gov	----
10-16-DPMC	Delegation of Authority – Small Business Projects	Jeanette.Barnard@treas.nj.gov	96-12-GSA
10-19-OMB	Off-Line Funds	Leslie.Notor@treas.nj.gov	96-14-OMB
11-09-OMB	Entertainment, Meals, and Refreshments	Leslie.Notor@treas.nj.gov	06-14-OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
12-02-OMB	Deposits by State Agencies	Leslie.Notor@treas.nj.gov	95-03-OMB 94-24-OMB
13-11-OMB	Statewide Non-Tax Debt Collection and Write-Off	Peter.Lowicki@treas.nj.gov	11-20-OMB
13-18-DPP	Disposition of Excess and Surplus Computer Equipment	DPP: Ayman.Alminawi@treas.nj.gov DPMC: David.Millstein@treas.nj.gov	00-17-DPP
13-19-OMB	Mandatory Direct Deposit and Online Access to Pay Stub Information	Nadia.Jordan@treas.nj.gov	13-06-OMB
14-08-DPP	State Contract Manager	CCAU.mailbox@treas.nj.gov	10-15-DPP
14-09-OMB	Regular and Supplemental Payroll Cut-Off Time	Zachary.Burkhalter@treas.nj.gov	06-04-OMB
14-12-DORES/OIT	Enterprise Electronic Mail Retention and Disposition Framework	DorInfo@treas.nj.gov	----
14-15-DPMC/OIT	Minimum Communications Wiring Requirements for State-Owned and State-Leased Space	Richard.Bagley@tech.nj.gov	----
15-04-OMB/OIT	Assignment and Use of State Owned Cellular Wireless Devices	Richard.Bagley@tech.nj.gov	13-05-OIT
15-05-OMB/OIT	Telephone Billing	Richard.Bagley@tech.nj.gov	13-04-OMB/OIT
15-06-OMB	Guidelines for Tracking Disaster/Emergency Expenses	Jeanmarie.Sellner@treas.nj.gov	14-02-OMB
15-11-OMB/DRM	Departmental Responsibility and Procedure for Reporting Asset Impairments and Losses to Real or Personal Property or Other State Assets	Michael.Smith@treas.nj.gov	07-02-OMB/DRM
16-10-OMB/DOL	State Vendor Set-Off for Collection of Employer's Debt to Unemployment Insurance Fund, Disability Fund, and/or Family Temporary Disability Account	Ronald.Marino@dol.nj.gov	----
17-08-DPMC/DPP	Excess/Surplus Property – Creditable Emissions Reductions (CERS)	DPMC: James.Langsdorf@treas.nj.gov DPP: Rory.Regan@treas.nj.gov	----
18-02-DPMC/DPP	Excess/Surplus Property Procedures – Solar Renewable Energy Certificates (SRECs)	DPMC: James.Langsdorf@treas.nj.gov DPP: Rory.Regan@treas.nj.gov	08-02-DPP
18-07-OMB	Guidelines for the Establishment and Operation of Petty Cash Funds	Leslie.Notor@treas.nj.gov	13-08-OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
18-08-OMB	Guidelines for the Establishment and Operation of Special and Confidential Funds	Leslie.Notor@treas.nj.gov	13-09-OMB
18-09-OMB	Guidelines for Backup Withholding	Leslie.Notor@treas.nj.gov	16-04-OMB
18-12-OMB	Federal and Other Non-State Funding and Central Support Indirect and Administrative Costs	Jeffrey.DeCicco@treas.nj.gov	96-16-OMB
19-02-OMB	Annual Internal Control Reporting	Leslie.Notor@treas.nj.gov	03-08-OMB
19-03-OMB/DPMC	Capital Construction Fees and Contingencies and Requisitioning Procedures	Jeanette.Barnard@treas.nj.gov	94-34-GSA
19-09-OMB	Federal Treasury Offsets	Leslie.Notor@treas.nj.gov	04-12-OMB
19-12-OMB	Asset Inventory Requirements (Equipment-Tangible, Intangible & Software)	Christopher.Beitz@treas.nj.gov	11-19-OMB
20-03-OMB	Use of Temporary Employees	Robert.Bartolone@treas.nj.gov	----
20-04-OMB	Travel Regulation	State Agencies: Leslie.Notor@treas.nj.gov Local School Districts: Amanda.Schultz@doe.nj.gov Travel Card: Lisa.Ames@treas.nj.gov	16-11-OMB
20-08-OMB	Automated Clearinghouse (ACH) Payment Pre-Notification	Leslie.Notor@treas.nj.gov	02-11-OMB
20-09-OMB	Credits to Salary Accounts	Jeffrey.DeCicco@treas.nj.gov	94-06-OMB
20-10-OMB	Reimbursement for Employee Benefits	Jeffrey.DeCicco@treas.nj.gov	94-09-OMB
20-11-OMB/TAX	State Vendor Set-Off For State Tax	Joseph.Lapage@treas.nj.gov	16-09-OMB/TAX
21-10-DPP	Purchases from Federal Supply Schedules or Schedules of Other Federal Procurement Programs	Procurement.Bureau@treas.nj.gov	21-04-DPP
21-14-OMB/DPP	Non-Purchase Bureau Encumbrances and Expenditures	Leslie.Notor@treas.nj.gov	01-04-OMB/DPP
22-02-OMB	Application of Government Accounting Standards Board's Guidelines Concerning Lease Recognition and Accounting (GASB 87)	Christopher.Beitz@treas.nj.gov	----

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22-07-OMB	Hold Checks	Leslie.Notor@treas.nj.gov	94-17-OMB
22-08-DPP	Excess and Surplus Property – Procedures for Disposal	Procurement.Bureau@treas.nj.gov	20-13-DPP
22-11-OMB	Recovery of Unemployment Benefits from Back-Pay Awards	Zachary.Burkhalter@treas.nj.gov	08-17-OMB
23-02-OMB	Mileage Reimbursement for Use of Personal Vehicle	Leslie.Notor@treas.nj.gov	20-02-OMB
23-03-OMB	Accounting for the Purchase of Goods or Services from State Colleges and Universities	Leslie.Notor@treas.nj.gov	05-14-OMB
23-05-OMB	Application of Government Accounting Standards Board's Guidelines Concerning Subscription-Based Information Technology Agreements (GASB 96)	Christopher.Beitz@treas.nj.gov	----
23-11-DPMC	Procedures for the Acquisition of Furniture and Carpeting	David.Millstein@treas.nj.gov	11-13-DPMC
23-12-OMB	Tuition Reimbursement and Training Costs	ClipTraining.Support@csc.nj.gov	10-03-ADM/OMB
23-14-OMB	Health Benefit and Dental Programs	Rebecca.Procaccini@treas.nj.gov	00-18-OMB
24-03-ADM	Procurement of State Motor Vehicles	John.Cappello@treas.nj.gov	17-06-ADM
24-04-OMB/DPP/OIT	Procurements of Information Technology (IT) Hardware, Software, Subscription-Based Solutions and Related Services and Non-IT Equipment	OMB.Equipment@treas.nj.gov Procurement.Bureau@treas.nj.gov OIT.oitprocure-req@tech.nj.gov	23-13-OMB/DPP/OIT
24-05-DPMC	Rules and Regulations for Public Access to State Leased or Owned Properties	Thomas.Edenbaum@treas.nj.gov	----
24-06-DPMC	Rules and Regulations for State Using Agency Occupying State Leased or Owned Properties	Thomas.Edenbaum@treas.nj.gov	13-02-DPMC
24-08-OMB	Internal Controls	Leslie.Notor@treas.nj.gov	95-11-OMB
24-13-OMB	Form 1098-F Issuance – Settlement Reporting	Leslie.Notor@treas.nj.gov	----
24-15-OPF/OMB	Master Lease/Line of Credit (LOC) Program	NJPublic.Finance@treas.nj.gov	17-12-OPF/OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
24-16-DPP	Delegated Purchase Authority (DPA) for Goods and Services	CCAU.mailbox@treas.nj.gov	24-07-DPP
24-18-ADM	Standards for Printed Stationery, Use of State Seal, etc.	Treasury.PrintShop@treas.nj.gov	16-06-GSA
24-19-OMB	Capital Assets	Christopher.Beitz@treas.nj.gov	19-11-OMB
24-21-DPP	Requests for Waivers of Advertising	waiverpreapproval@treas.nj.gov	18-14-DPP
24-22-DPP/OMB/OIT	Professional Services: Review, Control, Monitoring, and Extensions	CCAU.Mailbox@treas.nj.gov OMBProfServices@treas.nj.gov OIT.Core@tech.nj.gov	14-07-DPP/OMB/OIT
25-02-OMB	Payment to Vendors	Leslie.Notor@treas.nj.gov	24-02-OMB
25-03-OMB	Taxability of the Personal Use of State Provided Vehicles and Driver Services	Zachary.Burkhalter@treas.nj.gov	24-10-OMB
25-04-OMB	Group-Term Life Insurance in Excess of \$50,000	Zachary.Burkhalter@treas.nj.gov	24-09-OMB
25-05-OMB	"Employee Benefit" Reimbursement Rates	Leslie.Notor@treas.nj.gov	24-11-OMB
25-06-OMB	Vision Care Reimbursement Program	Zachary.Burkhalter@treas.nj.gov	24-12-OMB
25-07-OMB	Health Benefit/Prescription and Dental Guidelines for Processing Prepayments and Outstanding Balances Due	Rebecca.Procaccini@treas.nj.gov	23-18-OMB
25-08-OMB	Financial/Payroll Year-End Guidelines Fiscal Year 2025	Leslie.Notor@treas.nj.gov	24-17-OMB
25-09-DPP	State of New Jersey Purchasing Card Program	PCard-TravelSupport@treas.nj.gov	24-14-DPP
25-10-ADM	State Vehicular Assignment, Use, and Violation Policy	Transportation Services: John.Cappello@treas.nj.gov Division of Risk Management Michael.Smith@treas.nj.gov	17-05-ADM 10-07-ADM
25-11-OMB	Fiscal Year End Reporting 2025 – Inventory, Capital Assets, Software Reporting, Impairments, Leases, LBAM Training, and Certification Requirements	Christopher.Beitz@treas.nj.gov	24-20-OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
25-12-OMB	Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid	Lyudmila.McGann@treas.nj.gov	15-08-OMB
25-13-DPP	State of New Jersey Travel Card Program	PCard-TravelSupport@treas.nj.gov	23-17-DPP

The following Circulars, listed by classification, are current and still in effect:

I. ADMINISTRATIVE

95-15-GSA	Effective Use of Photo Copiers	Treasury.PrintShop@treas.nj.gov	95-12-GSA
97-05-ST	Administration of Public Records of Privatized Functions and Services	Peter.Lowicki@treas.nj.gov	----
97-07-ST/CA	Administration of Public Records of Privatized County and Local Functions and Services	Peter.Lowicki@treas.nj.gov	----
01-01-ST	Uniform Electronic Transactions Act (UETA) Guidance	Liz.Hartmann@treas.nj.gov	----
03-10-ST	Managing Electronic Mail: Guidelines and Best Practices	Liz.Hartmann@treas.nj.gov	----
10-08-ST	Microfilming of Public Records and Purchase of Micrographic Equipment	Liz.Hartmann@treas.nj.gov	----
10-12-OMB/ADM	Payroll Printed Message and Paycheck Distribution Policy	OMB: Nadia.Jordan@treas.nj.gov ADM: Amanda.Truppa@treas.nj.gov	----
20-03-OMB	Use of Temporary Employees	Robert.Bartolone@treas.nj.gov	----
24-18-ADM	Standards for Printed Stationery, Use of State Seal, etc.	Treasury.PrintShop@treas.nj.gov	16-06-GSA

II. FISCAL OPERATIONS (Accounting/Financial Reporting/Auditing)

91-13-OMB	Fiscal Note Procedures	Jennifer.Carseberg@treas.nj.gov	86-07-OMB
94-26-OMB	State Expenditure Recoveries from the Federal Government	Jeffrey.DeCicco@treas.nj.gov	87-09-OMB
95-08-OMB	Intra-Governmental Payment Vouchers	Leslie.Notor@treas.nj.gov	----
95-13-OMB	Audits of State Agencies	Jeanmarie.Sellner@treas.nj.gov	85-39-OMB 86-12-OMB
98-12-OMB	Transfer Guidelines	Leslie.Notor@treas.nj.gov	96-05-OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
98-17-OMB	Use of the State of New Jersey Payment Voucher by State Agencies	Leslie.Notor@treas.nj.gov	----
01-11-OMB	EZ Pass Toll Accounts	Leslie.Notor@treas.nj.gov	Addendum to 01-08-OMB Revision to 99-11-OMB/DPP
05-02-OMB	Federal Funds	Jeanmarie.Sellner@treas.nj.gov	95-19-OMB
06-10-OMB	Payment of Lawsuit Awards and Settlements	Leslie.Notor@treas.nj.gov	02-08-OMB
07-04-OMB	Form 1099 Issuance	Vincent.Tiberi@treas.nj.gov	94-11-OMB
07-05-OMB	Grant Agreement - Agency Contracts	Jeanmarie.Sellner@treas.nj.gov	05-12-OMB
10-04-OES/OMB	New State Energy Tracking System and Policy for Payment of Energy Invoices	Tim.Fahey@treas.nj.gov	----
10-11-OMB	Banking Services	OMB: Leslie.Notor@treas.nj.gov Credit Card Processing: Martin.Ingenbrandt@treas.nj.gov	00-12-OMB
10-19-OMB	Off-Line Funds	Leslie.Notor@treas.nj.gov	96-14-OMB
11-09-OMB	Entertainment, Meals, and Refreshments	Leslie.Notor@treas.nj.gov	06-14-OMB
12-02-OMB	Deposits by State Agencies	Leslie.Notor@treas.nj.gov	95-03-OMB 94-24-OMB
13-11-OMB	Statewide Non-Tax Debt Collection and Write-Off	Peter.Lowicki@treas.nj.gov	11-20-OMB
14-12-DORES/OIT	Enterprise Electronic Mail Retention and Disposition Framework	DorInfo@treas.nj.gov	----
15-05-OMB/OIT	Telephone Billing	Richard.Bagley@tech.nj.gov	13-04-OMB/OIT
15-06-OMB	Guidelines for Tracking Disaster/Emergency Expenses	Jeanmarie.Sellner@treas.nj.gov	14-02-OMB
16-10-OMB/DOL	State Vendor Set-Off for Collection of Employer's Debt to Unemployment Insurance Fund, Disability Fund, and/or Family Temporary Disability Account	Ronald.Marino@treas.nj.gov	----
18-07-OMB	Guidelines for the Establishment and Operation of Petty Cash Funds	Leslie.Notor@treas.nj.gov	13-08-OMB

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18-08-OMB	Guidelines for the Establishment and Operation of Special and Confidential Funds	Leslie.Notor@treas.nj.gov	13-09-OMB
18-09-OMB	Guidelines for Backup Withholding	Leslie.Notor@treas.nj.gov	16-04-OMB
18-12-OMB	Federal and Other Non-State Funding and Central Support Indirect and Administrative Costs	Jeffrey.DeCicco@treas.nj.gov	96-16-OMB
19-02-OMB	Annual Internal Control Reporting	Leslie.Notor@treas.nj.gov	03-08-OMB
19-09-OMB	Federal Treasury Offsets	Leslie.Notor@treas.nj.gov	04-12-OMB
20-04-OMB	Travel Regulation	State Agencies: Leslie.Notor@treas.nj.gov Local School Districts: Amanda.Schultz@doe.nj.gov Travel Card: Lisa.Ames@treas.nj.gov	16-11-OMB
20-08-OMB	Automated Clearinghouse (ACH) Payment Pre-Notification	Leslie.Notor@treas.nj.gov	02-11-OMB
20-09-OMB	Credits to Salary Accounts	Jeffrey.DeCicco@treas.nj.gov	94-06-OMB
20-10-OMB	Reimbursement for Employee Benefits	Jeffrey.DeCicco@treas.nj.gov	94-09-OMB
21-14-OMB/DPP	Non-Purchase Bureau Encumbrances and Expenditures	Leslie.Notor@treas.nj.gov	01-04-OMB/DPP
22-02-OMB	Application of Government Accounting Standards Board's Guidelines Concerning Lease Recognition and Accounting (GASB 87)	Christopher.Beitz@treas.nj.gov	----
22-07-OMB	Hold Checks	Leslie.Notor@treas.nj.gov	94-17-OMB
23-02-OMB	Mileage Reimbursement for Use of Personal Vehicle	Leslie.Notor@treas.nj.gov	20-02-OMB
23-03-OMB	Accounting for the Purchase of Goods or Services From State Colleges and Universities	Leslie.Notor@treas.nj.gov	05-14-OMB
23-05-OMB	Application of Government Accounting Standards Board's Guidelines Concerning Subscription-Based Information Technology Agreements (GASB 96)	Christopher.Beitz@treas.nj.gov	----

C.L.#	SUBJECT	CONTACT	SUPERSEDES
23-12-OMB	Tuition Reimbursement and Training Costs	ClipTraining.Support@csc.nj.gov	10-03-ADM/OMB
24-08-OMB	Internal Controls	Leslie.Notor@treas.nj.gov	95-11-OMB
24-13-OMB	Form 1098-F Issuance – Settlement Reporting	Leslie.Notor@treas.nj.gov	----
24-19-OMB	Capital Assets	Christopher.J.Beitz@treas.nj.gov	19-11-OMB
24-22-DPP/OMB/OIT	Professional Services: Review, Control, Monitoring, and Extensions	CCAU.Mailbox@treas.nj.gov OMBProfServices@treas.nj.gov OIT.Core@tech.nj.gov	14-07-DPP/OMB/OIT
25-02-OMB	Payments to Vendors	Leslie.Notor@treas.nj.gov	24-02-OMB
25-05-OMB	“Employee Benefit” Reimbursement Rates	Leslie.Notor@treas.nj.gov	24-11-OMB
25-08-OMB	Financial/Payroll Year-End Guidelines Fiscal Year 2025	Leslie.Notor@treas.nj.gov	24-17-OMB
25-09-OMB	State of New Jersey Purchasing Card Program	PCard-TravelSupport@treas.nj.gov	24-14-DPP
25-11-OMB	Fiscal Year End Reporting 2025– Inventory, Capital Assets, Software Reporting, Impairments, Leases, LBAM Training, and Certification Requirements	Christopher.J.Beitz@treas.nj.gov	24-20-OMB
25-12-OMB	Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid	Lyudmila.McGann@treas.nj.gov	15-08-OMB
25-13-DPP	State of New Jersey Travel Card Program	PCard-TravelSupport@treas.nj.gov	23-17-DPP
III. GRANT PROGRAMS			
05-02-OMB	Federal Funds	Jeanmarie.Sellner@treas.nj.gov	95-19-OMB
07-05-OMB	Grant Agreement - Agency Contracts	Jeanmarie.Sellner@treas.nj.gov	05-12-OMB
15-06-OMB	Guidelines for Tracking Disaster/Emergency Expenses	Jeanmarie.Sellner@treas.nj.gov	14-02-OMB

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18-12-OMB	Federal and Other Non-State Funding and Central Support Indirect and Administrative Costs	Jeffrey.DeCicco@treas.nj.gov	96-16-OMB
19-09-OMB	Federal Treasury Offsets	Leslie.Notor@treas.nj.gov	04-12-OMB
25-05-OMB	"Employee Benefit" Reimbursement Rates	Leslie.Notor@treas.nj.gov	24-11-OMB
25-12-OMB	Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid	Lyudmila.McGann@treas.nj.gov	15-08-OMB
IV. PAYROLL/PERSONNEL			
91-29-OMB	Employee Membership in the State's Retirement System	John.Megariotis@treas.nj.gov	----
99-08-OMB	Commutation Mileage Payments Accounting and Taxability	Zachary.Burkhalter@treas.nj.gov	----
10-12-OMB/ADM	Payroll Printed Message and Paycheck Distribution Policy	OMB: Nadia.Jordan@treas.nj.gov ADM: Amanda.Truppa@treas.nj.gov	----
13-19-OMB	Mandatory Direct Deposit and Online Access to Pay Stub Information	Nadia.Jordan@treas.nj.gov	13-06-OMB
14-09-OMB	Regular and Supplemental Payroll Cut-Off Time	Zachary.Burkhalter@treas.nj.gov	06-04-OMB
20-09-OMB	Credits to Salary Accounts	Jeffrey.DeCicco@treas.nj.gov	94-06-OMB
22-11-OMB	Recovery of Unemployment Benefits from Back-Pay Awards	Zachary.Burkhalter@treas.nj.gov	08-17-OMB
23-14-OMB	Health Benefit and Dental Programs	Rebecca.Procaccini@treas.nj.gov	00-18-OMB
25-03-OMB	Taxability of the Personal Use of State Provided Vehicles and Driver Services	Zachary.Burkhalter@treas.nj.gov	24-10-OMB
25-04-OMB	Group-Term Life Insurance in Excess of \$50,000	Zachary.Burkhalter@treas.nj.gov	24-09-OMB
25-05-OMB	"Employee Benefit" Reimbursement Rates	Leslie.Notor@treas.nj.gov	24-11-OMB
25-06-OMB	Vision Care Reimbursement Program	Zachary.Burkhalter@treas.nj.gov	24-12-OMB
25-07-OMB	Health Benefit/Prescription and Dental Guidelines for Processing Prepayments and Outstanding Balances Due	Rebecca.Procaccini@treas.nj.gov	23-18-OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
V. PROCUREMENT			
90-10-GSA	Steel Shelving Review and Procurement Procedures	Thomas.Edenbaum@treas.nj.gov	87-01-GSA
93-13-GSA	Debarments, Suspensions, Disqualifications Pursuant to Executive Order #34/1976	Thomas.Edenbaum@treas.nj.gov	----
10-02-OMB	Automated Records Management/Storage Systems and Related Services	Liz.Hartmann@treas.nj.gov	07-11-OMB
10-06-ADM	Motor Vehicle Credit Card Assignment and Use Policy	John.Cappello@treas.nj.gov	95-14-GSA
10-11-OMB	Banking Services	OMB: Leslie.Notor@treas.nj.gov Credit Card Processing: Martin.Ingenbrandt@treas.nj.gov	00-12-OMB
10-16-DPMC	Delegation of Authority – Small Business Projects	Jeanette.Barnard@treas.nj.gov	96-12-GSA
14-08-DPP	State Contract Manager	CCAU.mailbox@treas.nj.gov	10-15-DPP
14-12-DORES/OIT	Enterprise Electronic Mail Retention and Disposition Framework	DorInfo@treas.nj.gov	----
17-08-DPMC/DPP	Excess/Surplus Property – Creditable Emissions Reductions (CERS)	DPMC: James.Langsdorf@treas.nj.gov DPP: Rory.Regan@treas.nj.gov	----
18-09-OMB	Guidelines for Backup Withholding	Leslie.Notor@treas.nj.gov	16-04-OMB
19-03-OMB/DPMC	Capital Construction Fees and Contingencies and Requisitioning Procedures	Jeanette.Barnard@treas.nj.gov	94-34-GSA
20-11-OMB/TAX	State Vendor Set-Off for State Tax	Joseph.Lapage@treas.nj.gov	16-09-OMB/TAX
21-10-DPP	Purchases from Federal Supply Schedules or Schedules of Other Federal Procurement Programs	Procurement.Bureau@treas.nj.gov	21-04-DPP
21-14-OMB/DPP	Non-Purchase Bureau Encumbrances and Expenditures	Leslie.Notor@treas.nj.gov	01-04-OMB/DPP
23-03-OMB	Accounting for the Purchase of Goods or Service from State Colleges and Universities	Leslie.Notor@treas.nj.gov	05-14-OMB
24-03-ADM	Procurement of State Motor Vehicles	John.Cappello@treas.nj.gov	17-06-ADM

C.L.#	SUBJECT	CONTACT	SUPERSEDES
24-04-OMB/DPP/OIT	Procurements of Information Technology (IT) Hardware, Software, Subscription-Based Solutions and Related Services and Non-IT Equipment	OMB.Equipment@treas.nj.gov Procurement.Bureau@treas.nj.gov OIT.oitprocure-req@tech.nj.gov	23-13-OMB/DPP/OIT
24-15-OPF/OMB	Master Lease/Line of Credit (LOC) Program	NJPublic.Finance@treas.nj.gov	17-12-ADM/OMB
24-16-DPP	Delegated Purchase Authority (DPA) for Goods and Services	CCAU.mailbox@treas.nj.gov	24-07-DPP
24-21-DPP	Requests for Waivers of Advertising	Waiverpreapproval@treas.nj.gov	18-14-DPP
24-22-DPP/OMB/OIT	Professional Services: Review, Control, Monitoring, and Extensions	CCAU.Mailbox@treas.nj.gov OMBProfServices@treas.nj.gov OIT.Core@tech.nj.gov	14-07-DPP/OMB/OIT
25-09-DPP	State of New Jersey Purchasing Card Program	PCard-TravelSupport@treas.nj.gov	24-14-DPP
25-13-DPP	State of New Jersey Travel Card Program	PCard-TravelSupport@treas.nj.gov	23-17-DPP
VI. PROPERTY (Facilities/Equipment/Vehicles)			
88-07-GSA	Transfer of Real Property between State Agencies	Robert.Tighue@treas.nj.gov	81-34-OMB
90-10-GSA	Steel Shelving Review and Procurement Procedures	Thomas.Edenbaum@treas.nj.gov	87-01-GSA
95-21-GSA	Leasing Out of State Real Property	Robert.Tighue@treas.nj.gov	91-06-GSA
95-22-GSA	Acquisition of Real Property by State Agencies	Robert.Tighue@treas.nj.gov	88-10-GSA (PFM-06-88)
97-10-GSA	Building Condemnation and Demolition	Robert.Tighue@treas.nj.gov	91-15-OMB
04-15-DPMC/OMB	SPR PROCESS	Thomas.Edenbaum@treas.nj.gov	97-14-GSA
08-06-PMC/OMB	Disposal of Surplus State Real Property and Granting of Easements/Licenses Across State Lands	Robert.Tighue@treas.nj.gov	99-02-PMC/OMB
09-14/CSC/PMC/OMB	State Employee Location Coding	ecatsadmin@csc.nj.gov talrs.support@csc.nj.gov locationcode.support@csc.nj.gov	99-03-PMC/OMB

C.L.#	SUBJECT	CONTACT	SUPERSEDES
13-18-DPP	Disposition of Excess and Surplus Computer Equipment	DPP: Ayman.Alminawi@treas.nj.gov DPMC: David.Millstein@treas.nj.gov	00-17-DPP
15-04-OMB/OIT	Assignment and Use of State Owned Cellular Wireless Devices	Richard.Bagely@tech.nj.gov	13-05-OIT
15-11-OMB/DRM	Departmental Responsibility and Procedure for Reporting Asset Impairments and Losses to Real or Personal Property or Other State Assets	Michael.Smith@treas.nj.gov	07-02-OMB/DRM
17-08-DPMC/DPP	Excess/Surplus Property – Creditable Emissions Reductions (CERS)	DPMC: James.Langsdorf@treas.nj.gov DPP: Rory.Regan@treas.nj.gov	----
18-02-DPMC/DPP	Excess/Surplus Property Procedures – Solar Renewable Energy Certificates (SRECs)	DPMC: James.Langsdorf@treas.nj.gov DPP: Rory.Regan@treas.nj.gov	08-02-DPP
19-12-OMB	Asset Inventory Requirements (Equipment-Tangible, Intangible & Software)	Christopher.Beitz@treas.nj.gov	11-19-OMB
22-08-DPP	Excess and Surplus Property – Procedures for Disposal	Procurement.Bureau@treas.nj.gov	20-13-DPP
23-11-DPMC	Procedures for the Acquisition of Furniture and Carpeting	David.Millstein@treas.nj.gov	11-13-DPMC
24-03-ADM	Procurement of State Motor Vehicles	John.Cappello@treas.nj.gov	17-06-ADM
24-05-DPMC	Rules and Regulations for Public Access to State Leased or Owned Properties	Thomas.Edenbaum@treas.nj.gov	----
24-06-DPMC	Rules and Regulations for State Agency Occupying State Leased or Owned Properties	Thomas.Edenbaum@treas.nj.gov	13-02-DPMC
24-15-OPF/OMB	Master Lease/Line of Credit (LOC) Program	NJPublic.Finance@treas.nj.gov	17-12-ADM/OMB
25-10-ADM	State Vehicular Assignment, Use, and Violation Policy	Transportation Services: John.Cappello@treas.nj.gov Division of Risk Management: Michael.Smith@treas.nj.gov	17-05-ADM 10-07-ADM
VII. TELECOMMUNICATIONS AND INFORMATION SYSTEMS			
01-01-ST	Uniform Electronic Transactions Act (UETAG) Guidance	Liz.Hartmann@treas.nj.gov	----

C.L.#	SUBJECT	CONTACT	SUPERSEDES
03-10-ST	Managing Electronic Mail: Guidelines and Best Practices	Liz.Hartmann@treas.nj.gov	----
14-12-DORES/OIT	Enterprise Electronic Mail Retention and Disposition Framework	DorInfo@treas.nj.gov	----
14-15-DPMC/OIT	Minimum Communications Wiring Requirements for State-Owned and State-Leased Space	Richard.Bagley@tech.nj.gov	----
15-04-OMB/OIT	Assignment and Use of State Owned Cellular Wireless Devices	Richard.Bagley@tech.nj.gov	13-05-OIT
15-05-OMB/OIT	Telephone Billing	Richard.Bagley@tech.nj.gov	13-04-OMB/OIT