

## Financial Disclosure Certification

Agency Code: \_\_\_\_\_ Agency Title: \_\_\_\_\_

### 90.40.95 Financial Disclosure Certification

**I certify, that to the best of my knowledge, the following statements are true:**

- (1) The transactions and adjustments recorded in the Agency Financial Reporting System (AFRS) for Fiscal Year 2012 accurately and completely reflect our agency's activity and ending account balances for each of the accounts listed below, in conformity with Generally Accepted Accounting Principles (GAAP) as outlined in the *State Administrative and Accounting Manual (SAAM)* and demonstrate legal compliance, where applicable.
- (2) There are no outstanding litigations, contingencies, or unasserted claims, in our agency that would either be disclosable or could materially affect balances reported; or if such conditions exist, their disclosure **is attached** to this certification, such as a letter from the Attorney General's Office.
- (3) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to this agency.
- (4) We have received no communication from the Internal Revenue Service (IRS) adversely affecting the tax exempt status of our outstanding debt or noncompliance with arbitrage rules.
- (5) We have identified and disclosed to the auditor violations and possible violations of laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate accounts.
- (6) We have disclosed to the auditor all communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- (7) We are responsible for establishing and maintaining effective internal control over financial reporting. Our agency's system of internal controls complies with the prescribed requirements as contained in Chapter 20 of SAAM.
- (8) We are responsible for designing and implementing programs and controls to prevent and detect fraud. We have disclosed to the auditors all known instances and allegations of fraud or suspected fraud involving management and employees who have significant roles in internal control. We have also disclosed known instances and allegations of fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
- (9) Components of net assets (invested in capital assets, net of related debt; restricted; and unrestricted) and fund balance categories (nonspendable, restricted, committed, assigned and unassigned) are appropriately classified, and, if applicable, approved.
- (10) Provisions for uncollectible receivables have been properly identified and recorded.
- (11) Interfund and interagency activity and balances have been appropriately classified and reported.

## Financial Disclosure Certification - concluded

- (12) Investments, derivative transactions, and land and other real estate held by endowments are properly valued. Risk disclosures associated with deposit and investment securities and derivative transactions are presented in accordance with GASB requirements.
- (13) Inventories have been properly identified and recorded. Provisions have been made to reduce excess or obsolete inventory, when material, to their estimated net realizable value.
- (14) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated. The state has satisfactory title to all owned assets and there are no liens or encumbrances on such assets nor has any asset been pledged. The balances shown for capital assets in the Agency Financial Reporting System (AFRS) reflect fairly our agency's capital assets on June 30, 2012, and these balances have been reconciled to our authorized capital asset subsidiary system.
- (15) If the modified approach is used to account for eligible infrastructure assets, our agency meets the GASB-established requirements as outlined in SAAM Subsection 30.20.80.
- (16) If applicable, pollution remediation obligations have been properly identified, measured at current value using the expected cash flow technique, and reported. The Site Status Report **is attached** to this certification.
- (17) We have completed all disclosure forms applicable to our agency's accounts and activities.
- (18) No exceptions to the above certifications have occurred subsequent to June 30, 2012, and through the date of this certification; or if such conditions exist, their disclosure **is attached** to this certification.
- (19) This Financial Disclosure Certification applies to all information provided to OFM by our agency during the fiscal year end closing process including e-mails, spreadsheets, etc.

**Note:** Any exceptions to the above certifications **are attached** with a narrative detailing the variance(s) and our proposed or completed corrective actions.

Account Code	Account Code	Account Code	Account Code	Account Code	Account Code

Printed Name and Title of Agency Head	Signature	Date
Printed Name and Title of Chief Financial Officer	Signature	Date