



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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April 3, 2020

OFM DIRECTIVE 20A-03

TO: Agency Directors and Policy Manual Users

FROM: /s/ Brian Tinney, Assistant Director
Accounting Division

SUBJECT: COVID-19 Expenditures

All agencies were instructed to track COVID-19 response costs to be able to report to OFM, per OFM Directive 20A-02 sent March 10, 2020 (revised on OFM Directive [20A-02A](#) on March 11, 2020). At this time, we are asking all agencies to provide information to OFM as to how you are tracking COVID-19 response costs in AFRS. Please respond by explaining what specific coding you are using or plan to use in AFRS to capture these expenditures. If you expect to have no COVID-19 expenditures, please include that in your reply.

Please coordinate within your agency and send a single response to Anwar.Wilson@ofm.wa.gov by close of business on April 9, 2020. If you have any questions please contact your assigned OFM accounting consultant.

Thank you for your time and effort in helping us track and report information related to this emergency.