U.S. Department of Housing and Urban Development

Special Attention of
All Assistant Secretaries
All Regional Administrators
General Counsel
All Regional Accounting Divisions
Regional Inspector General for Audit
Office of Inspector General
All Field Offices

Transmittal Handbook No.: 1971.19 REV-2

Issued: April 15, 1986

1. This Transmits

HUD Handbook 1971.19 REV-2 Fiscal Year-End Closing Requirements

2. Explanation of Material Transmitted.

This Handbook provides Headquarters Program Offices, Regional Offices, Field Offices and Accounting Divisions with: (1) specific instructions for the processing of program and administrative documents used to reserve, obligate, and disburse funds, (2) cut-off dates for processing such documents applicable to the fiscal year being closed, and (3) required dates for submission of data to the accounting offices. This Handbook has been updated to show current names of organizational elements.

3. Implementation Instructions:

This Handbook is for use by all Assistant Secretaries, Regional Administrators, General Counsel, Regional Accounting Divisions, Regional Inspector General for Audit, Office of Inspector General, and Field Offices.

4. Filing Instructions.

Remove:	Insert:
Handbook 1971.19 REV-1 dated 6/79	Handbook 1971.19 REV-2, dated 4/86