

Executive Administration & Heads of Components FAQs

Did the June 2015 revision to the USFRCS Chart of Accounts change the overall functional area that some personnel are classified in?

What should be coded to the Executive Administration Function Code (2310)?

What should be coded to the Heads of Components function codes?

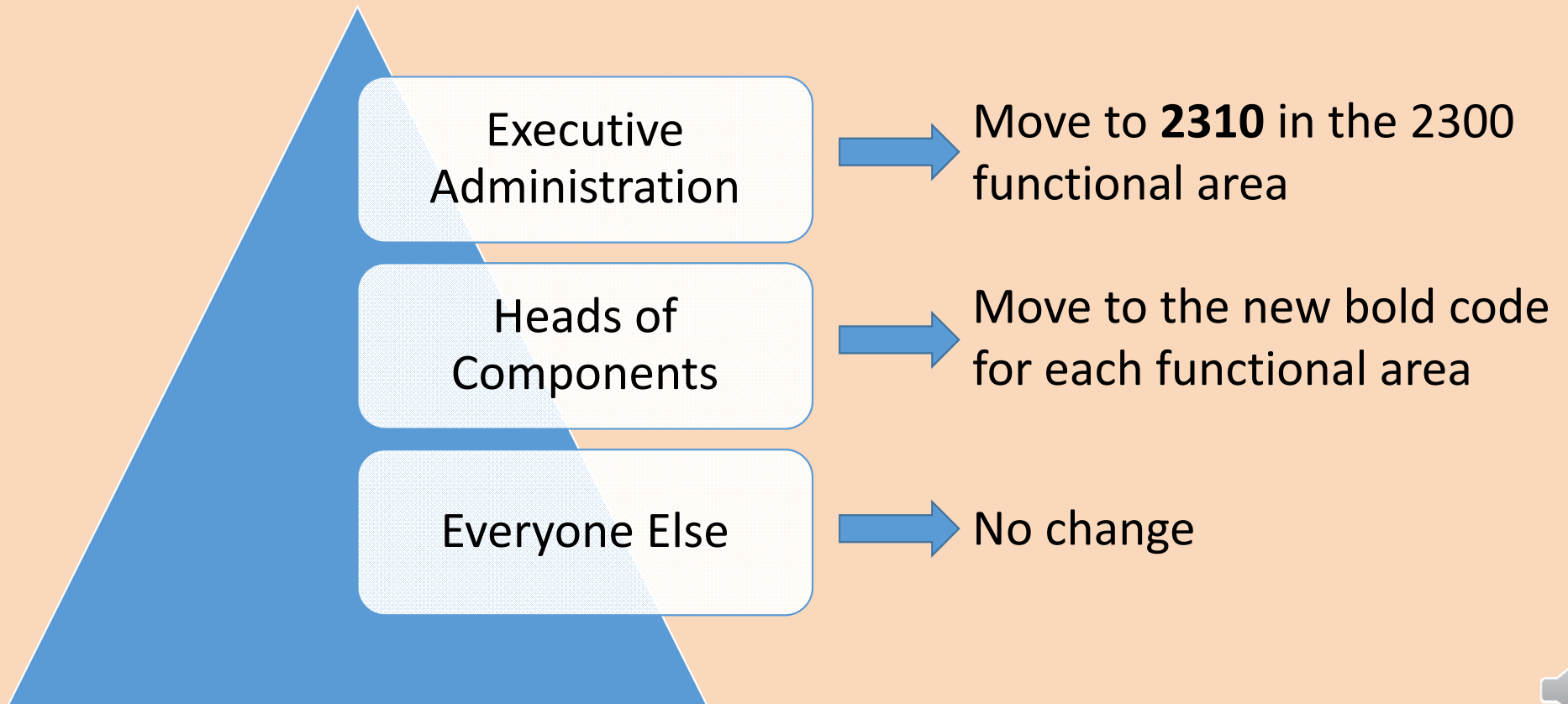
Can only part of a person be allocated to a Head of Component code?

Can sub-codes be used within the Heads of Components codes?

Should supplies be recorded in Executive Administration and Heads of Components function codes?



Did the June 2015 revision change the overall functional area that some personnel are classified in?



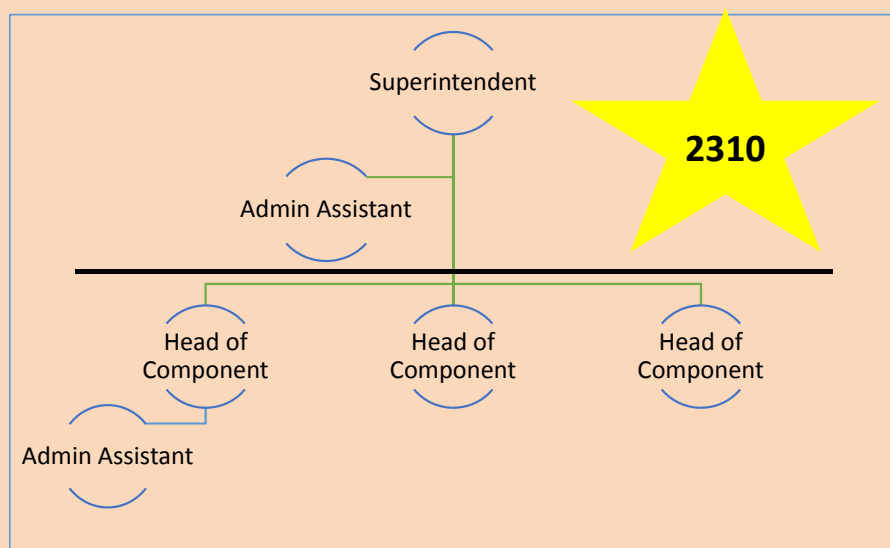
What should be coded to the Executive Administration function code (2310)?

People with key decision making authority

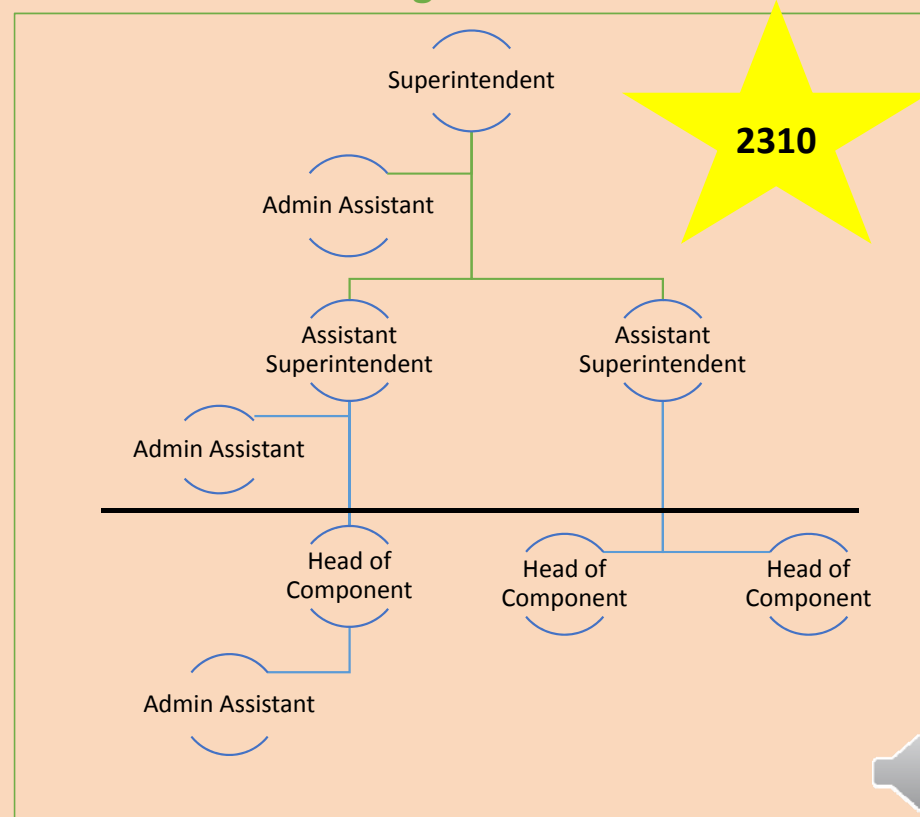
- Superintendent
- Assistant Superintendent

Administrative assistants

Small School

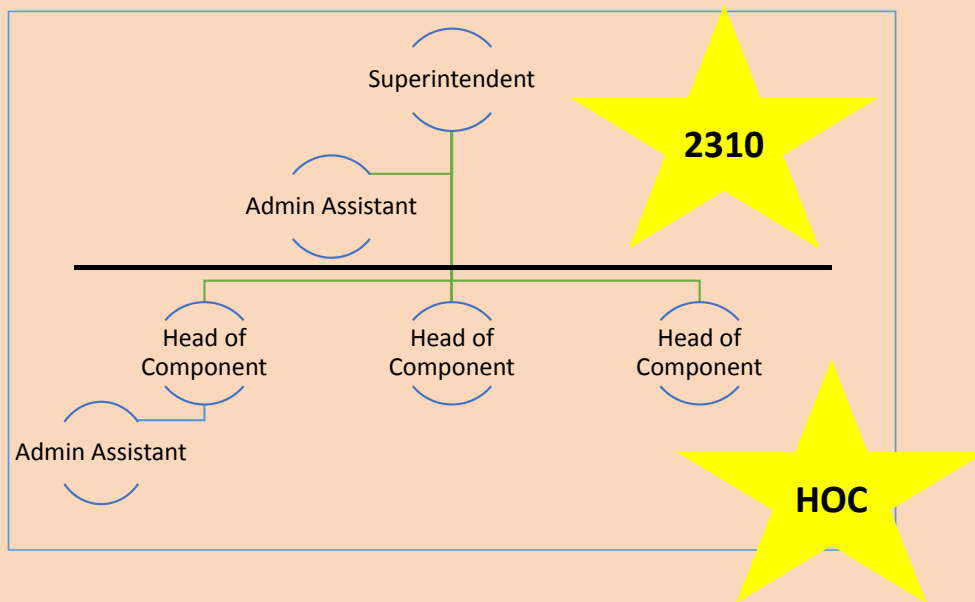


Large School

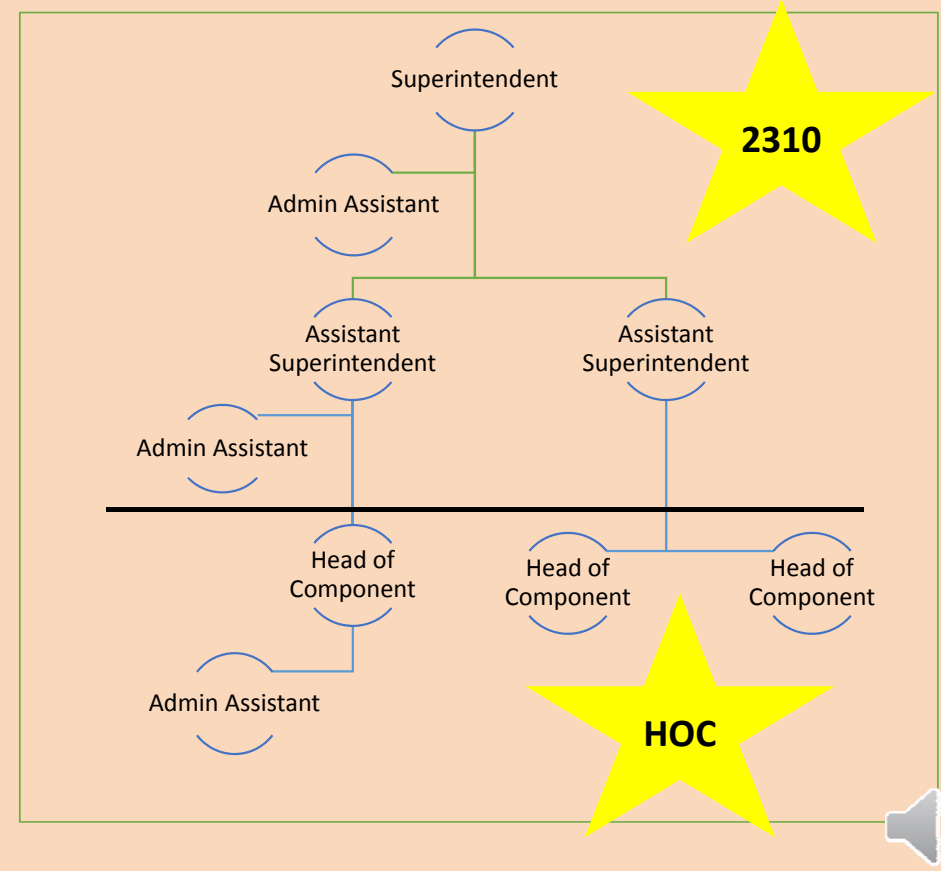


What should be coded to the Heads of Components Function Codes?

Small School



Large School



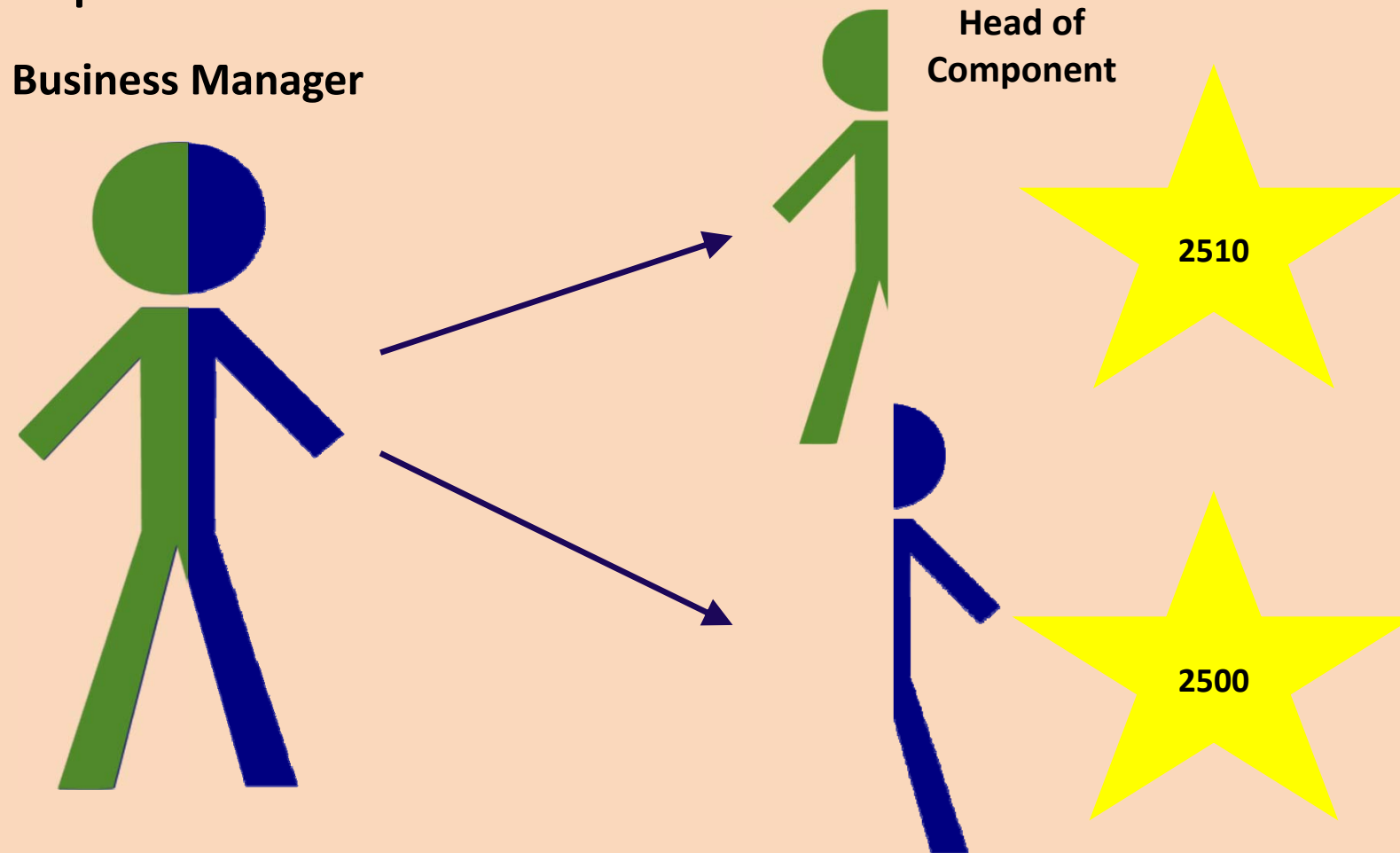
Report directly to an executive administrator

- Directors
- Business Manager

Administrative assistants



Can only part of a person be allocated to a Head of Component code?

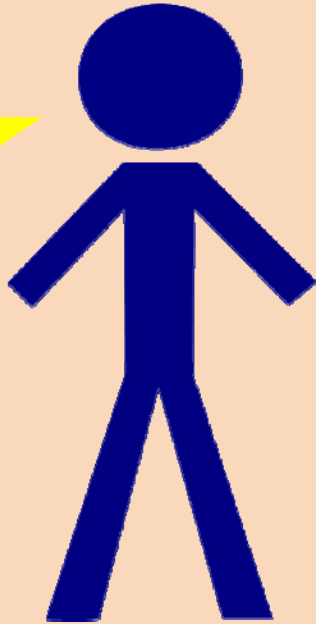


Can sub-codes be used within the Heads of Components codes?

HOC
“Business Manager”

HOC
“HR Director”

2510
or
2511



2510
or
2512



2500	Central Services
2510	Heads of Components Support Services—Central
2511	Business Manager
2512	HR Director
2520	Planning, Research, Development, and Evaluation Services
2530	Public Information Services



Should supplies be recorded in Executive Administration and Heads of Components function codes?



Supplies are generally recorded in the functional area where they are used



Thank you for listening...Any questions?

Contact us at:

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-or-

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Office of the Auditor General

