USDA

United States Department of Agriculture
Rural Development

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USDA Rural Development Texas AN No. 577 (2006-M)

AUG 25 2003

TO: All Offices
USDA Rural Development, Texas

FROM: Bryan Daniel
State Director
USDA Rural Development, Temple

SUBJECT: Fiscal Year 2004 State Internal Review Process

PURPOSE/INTENDED OUTCOME: This Administrative Notice (AN) is issued to establish the Fiscal Year (FY) 2004 State Internal Review (SIR) schedule and revise the five year plan.

COMPARISON WITH PREVIOUS AN: This AN replaces AN 570 which expires September 30, 2003.

IMPLEMENTATION RESPONSIBILITIES: The Management Control Officer (MCO) in Texas is Donna Freytag. The MCO is the team coordinator for all SIRs. In compliance with Instruction 2006-M, the SIR process has been established for FY 2004. The five-year plan as shown in Attachment A has been revised. Attachment B is the schedule for the FY 2004 SIRs. This plan is subject to revisions based on personnel changes, staff, and budget resources.

The State Director will designate team members prior to the review.

If you have any questions regarding the SIR process or management controls, please call Donna Freytag at 254 742-9704.

Attachments

EXPIRATION DATE:
July 31, 2004

FILING INSTRUCTIONS:
Following Instruction 2006-M

USDA Rural Development is an Equal Opportunity Lender,
Provider and Employer. Complaints of discrimination should be
sent to: USDA, Director, Office of Civil Rights, Washington, DC 20250-9410

MANAGEMENT CONTROL SIR 5-YEAR PLAN							
Area	Office	Last Review	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
	Amarillo	2002				X	
	El Paso	2000		X			
1	Lubbock	1999	X				
2	Abilene	2002				X	
	Brownwood	2003					X
	Ft. Stockton	2000		X			
3	Cleburne	2003					X
	Decatur	2003					X
	McKinney	1999	X				
	Canton	1999	X				
4	Henderson	2002				X	
	Mt. Pleasant	2000		X			
	Bryan	2000		X			
5	Georgetown	2000		X			
	Groesbeck	2003					X
	Hillsboro	1999	X				
	Angleton	2001			X		
6	Huntsville	2002				X	
	Jasper	2001			X		
	Lufkin	2001			X		
	Bastrop	2001			X		
	Fredericksburg	2001			X		
7	Seguin	2000		X			
8	Alice	1999	X				
	Edna	2002				X	
	Hebbronville	2003					X
	Uvalde	2003					X
	Edinburg	2002				X	
9	Rio Grande City	2003					X
	San Benito	2001			X		
TOTAL			5	6	6	6	7
Centralized programs include loan making in the RBS program, Procurement, Foundation Financial Information System (FFIS), and the Multi-Family Housing payment center.							
RBS		2003					X
Procurement		N/A					X
FFIS		N/A			X		
MFH Payment Center		N/A		X			

Schedule for State Internal Reviews Fiscal Year 2004	
Dates - Week of	**Office to be Reviewed**
October 20 – 24, 2003	Hillsboro
December 1 – 5, 2003	Canton
January 26 – 30, 2004	Alice
March 15 – 19, 2004	McKinney
May 10 – 14, 2004	Lubbock