



CHIEF FINANCIAL OFFICER
JEFF ATWATER
STATE OF FLORIDA

February 18, 2013

IN REPLY REFER TO:
DFSBP 13-01

TO: Agencies Addressed

FROM: John Bennett, Chief
Bureau of State Payrolls

SUBJECT: **New Report in the Report Distribution System (RDS)**

This is to inform you of a newly developed RDS report that will run in conjunction with each payroll. The report is titled "**Agency Employee Warrant Report by Org**" and will assist agencies in identifying their employees who receive a paper payroll warrant.

The RDS form ID for this report is **U**S**. The asterisks represent the first two digits of your agency's organization (ORG) code. Please contact your agency's RDS Administrator to set up the report for you in RDS.

Please contact Jennifer Peddicord at (850) 413-5613, Jennifer.Peddicord@myfloridacfo.com if you have any questions about this new RDS report.

JB/JP:ka