

CHAPTER 60  
[Senate Bill No. 462]  
STATE EXPENSES--AGENCY VENDOR  
PAYMENT REVOLVING FUND--  
PETTY CASH ACCOUNTS

AN ACT Relating to procedures for payment of state expenses; adding a new chapter to Title 42 RCW; repealing section 43.09.090, chapter 8, Laws of 1965 and RCW 43.09.090; and providing an effective date.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. Section 1. An agency vendor payment revolving fund is hereby created in the state treasury. This fund is to be used for payment for services rendered or materials furnished to the state, which are properly payable from funds other than those appropriated from the state treasury: PROVIDED, That the use of this revolving fund by a state agency shall be optional: AND PROVIDED FURTHER, That payment of salaries and wages shall be subject to the provisions of chapter 42.16 RCW.

NEW SECTION. Sec. 2. The amount to be disbursed from the vendor payment revolving fund on behalf of an agency electing to utilize such fund shall be deposited therein by the agency on or before the day prior to scheduled disbursement. The deposit shall be made from funds held by the agency outside the state treasury pursuant to law and which are properly chargeable for the disbursement. Disbursements from the revolving fund created by this act shall be by warrant in accordance with the provisions of RCW 43.88.160.

NEW SECTION. Sec. 3. The budget director shall adopt such regulations as may be necessary or desirable to implement the provisions of this act relating to the establishment of an agency vendor payment revolving fund.

NEW SECTION. Sec. 4. The state treasurer is authorized to advance moneys from treasury funds to state agencies for the purpose of establishing petty cash accounts not to exceed fifteen thousand dollars for any agency. The amount so advanced shall be reflected in the state treasurer's accounts as an amount due from the agency to

the fund or account from which the advance was made.

NEW SECTION. Sec. 5. The agency requesting a petty cash account or an increase in the amount of petty cash advanced under the provisions of this act shall submit its request to the budget director in the form and detail prescribed by him. The agency's written request and the approval authorized by this chapter shall be the only documentation or certification required as a condition precedent to the issuance of such warrant. A copy of his approval shall be forwarded by the budget director to the state treasurer.

NEW SECTION. Sec. 6. The use of the petty cash account shall be restricted to miscellaneous petty or emergency expenditures, refunds legally payable by an agency, and for cash change to be used in the transaction of the agency's official business. All expenditures made from petty cash shall be charged to an existing appropriation for such purpose, except expenditures chargeable against funds for which no appropriation is required by law. All expenditures or refunds made from petty cash shall be reimbursed out of and charged to the proper appropriation or fund at the close of each month and such other times as may be necessary. employee

NEW SECTION. Sec. 7. The head of the agency or an employee designated by him shall have full responsibility as custodian for the petty cash account and its proper use under this act and applicable regulations of the budget director. The custodian of the petty cash account shall be covered by a surety bond in the full amount of the account at all times and all advances to it, conditioned upon the proper accounting for and legal expenditure of all such funds, in addition to other conditions required by law.

NEW SECTION. Sec. 8. If a post audit by the state auditor discloses the amount of the petty cash account of any agency under this act to be excessive or the use of the account to be in violation of requirements governing its operation, the budget director may require the return of the account or of the excessive amount to the state treasury for credit to the fund from which the advance was made.

NEW SECTION. Sec. 9. The budget director shall adopt such regulations as may be necessary or desirable to implement the provisions of this act. Such regulation shall include but not be limited to, (1) defining limitations on the use of petty cash, and (2) providing accounting and reporting procedures for operation of the petty cash account.

NEW SECTION. Sec. 10. Section 43.09.090, chapter 8, Laws of 1965 and RCW 43.09.090 are each repealed.

NEW SECTION. Sec. 11. Sections 1 through 9 of this act shall constitute a new chapter in Title 42 RCW.

NEW SECTION. Sec. 12. This act shall take effect July 1, 1969.

Passed the Senate March 20, 1969  
Passed the House March 31, 1969  
Approved by the Governor April 8, 1969  
Filed in office of Secretary of State April 8, 1969

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CHAPTER 61  
[Senate Bill No. 463]  
INTERAGENCY CHARGES, CREDITS,  
TRANSFERS, AND ADVANCES

AN ACT Relating to interagency transactions; and adding new sections to chapter 239, Laws of 1967 and chapter 39.34 RCW.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. Section 1. There is added to chapter 239, Laws of 1967 and chapter 39.34 RCW a new section to read as follows:

Except as otherwise provided by law, the full costs of a state agency incurred in providing services or furnishing materials to or for another agency under chapter 39.34 RCW or any other statute shall be charged to the agency contracting for such services or materials and shall be repaid and credited to the fund or appropriation against which the expenditure originally was charged. Amounts representing a return of expenditures from an appropriation shall be considered as returned loans of services or of goods, supplies or other materials furnished, and may be expended as part of the original appropriation to which they belong without further or additional appropriation. Such interagency transactions shall be subject to regulation by the budget director, including but not limited to provisions for the de-