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COMPTROLLER GENERAL OF THE UNITED STATES
WASHINGTON, D.C. 20548

B-196244

OCTOBER 23, 1979

The Honorable Samuel L. Devine *GHs 00073*
Chairman, Republican Conference
House of Representatives

Dear Mr. Chairman:

Subject: [Review of the Accounting Controls and
Procedures of the House Republican
Conference] (GGD-80-6)

In response to your June 28, 1979, request, our Legis-
lative Branch audit group has reviewed the accounting controls
and procedures of the House Republican Conference.

In general we found that the Conference's procedures for
authorizing, approving, documenting, and recording financial
transactions were adequate to insure financial accountability.

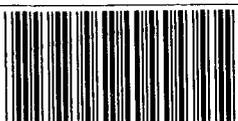
We discussed the accounting controls and procedures with
your office and analyzed the accounting records and the proce-
dures used to maintain these records. We suggested some
changes to improve the documentation of the approval process
for financial transactions and suggested a revised format for
the Conference's general ledger. These changes should facili-
tate control of funds, provide a means to identify and correct
minor recordkeeping errors, and facilitate the preparation
of Conference reports and budgets. Your office agreed with
the proposed changes and indicated that our suggestions would
be implemented.

We appreciate the excellent cooperation provided by your
office during our review.

Sincerely yours,

R. F. Keller

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of the United States



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