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UNITED STATES GENERAL ACCOUNTING OFFICE
REGIONAL OFFICE
ROOM 1800 FEDERAL OFFICE BUILDING
911 WALNUT STREET
KANSAS CITY, MISSOURI 64106

April 12, 1971

Mr. Don S. Sweet, State Director
Selective Service System
Illinois State Headquarters
405 West Washington Street
Springfield, Illinois 62701



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Dear Mr. Sweet:

We have reviewed selected administrative procedures and related financial transactions of the Selective Service System, Illinois State Headquarters, Springfield, Illinois, for the purpose of settling the accounts of the accountable officers.

Our review was completed in March 1971 and was directed primarily toward evaluating administrative procedures relating to disbursements, including civilian payrolls. We performed such tests of financial transactions as we deemed appropriate and examined the Civil Service Commission's report on a review conducted in October 1970, of the Personnel Management Program.

The procedures, management controls and financial transactions that we reviewed were deemed satisfactory.

We wish to acknowledge the excellent cooperation received from your staff during our review.

A copy of this letter is being sent to the Director, Selective Service System.

Sincerely yours,

K. L. Henry
Regional Manager

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