

## Journal Entry System

**WIFA Policy #: V.3**

**Purpose:**

*To ensure WIFA staff accounts for WIFA's assets and liabilities pursuant to generally accepted accounting principles, monitor the related flow of funds, and report to the Advisory Board and the Arizona Finance Authority Board of Directors on a periodic basis.*

**Policy:**

WIFA's Controller will enter or supervise the entries of data, on a monthly or more frequent basis as necessary from the trustee, the state's accounting system, and other sources into a journal entry system to update working balance sheets, income statements, statement of changes in equity and statement of cash flows.

**Responsibility:** Controller

**Statutory Reference:** A.R.S. Title 49, Chapter 8

**Rule Reference:** N/A

**Original Issue Date:** April 14, 1998

**Previous Amendment Date(s):** June 18, 2003, August 17, 2011

**Most Recent Amendment Date:** October 6, 2017 (*Replaces All Previous Versions*)

**Approval:**

  
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**Executive Director**

  
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**Date**