

**STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
FINANCIAL CONTROL DIVISION  
AGENCY POINT OF CONTACTS**

**BUSINESS UNIT:** \_\_\_\_\_ **AGENCY NAME:** \_\_\_\_\_ **BUDGET FISCAL YEAR:** \_\_\_\_\_

Print Name	Phone Number	Email Address	Title	Vendor Relations- W-9 Processing	Payment Vouchers	Purchase Orders	Operating Transfer/ Journal Entries	Warrant Cancellation	Payroll
			CFO	X	X	X	X	X	X

DFA/FCD (11/2015)

**SIGNATURE:** \_\_\_\_\_

CFO

**DATE:** \_\_\_\_\_

**\*\*\*SUBMIT TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION, DIRECTOR OF FINANCIAL CONTROL DIVISION\*\*\***

FCD will allow agencies to provide an alternative point of contact for the specified documents processed through FCD. The CFO is still the agency's point of contact for all communications from FCD; however, in the event the CFO can't be contacted, each agency will be allowed to designate one (1) additional person for each document. Ultimately, the CFO is still responsible for the agency's financial activities as outlined in Subsection C of 2.20.5.8 NMAC.