

**Date:** March 29, 2019  
**Bulletin No.:** 2019-01  
**To:** All County Officials  
**Regarding:** Standardized Chart of Accounts

The Oklahoma State Auditor and Inspector (OSAI) is charged with the responsibility of prescribing a uniform system of bookkeeping for the use of all county elected officials as set forth in 74 O.S. § 214. OSAI has identified a statewide need for consistent, accurate, and uniform financial reporting of county financial information. With the assistance of the County Personnel Education and Training Program a standardized chart of accounts has been developed. Five beta test counties implemented this chart of accounts in July of 2017 and in July of 2018 twenty-two more counties implemented the chart of accounts. **Beginning July 1, 2019, it will become mandatory for all other counties to adopt and implement this standardized chart of accounts.** The only exception will be those counties currently preparing and submitting financial statements in accordance with Generally Accepted Accounting Principles. Also, counties with a newly elected treasurer taking office July 1, 2019 may request an extension for implementation by submitting a written request for extension to OSAI prior to June 30, 2019. This written request shall be approved and signed by the Board of County Commissioners.

Soon after successful implementation of the standardized chart of accounts, OSAI will release a revised Estimate of Needs form # 2631. This new format will create consistent and accurate financial reporting and budgeting. Budget makers will be required to attend training on this new format. Training will be coordinated by OSAI and training schedules will be posted on OSAI website once they become available. Budgets filed with the old format will no longer be accepted after fiscal year ending June 30, 2020.

An updated copy of the standardized chart of accounts will be available on our website under forms and publications at [www.sai.ok.gov](http://www.sai.ok.gov).

Sincerely,

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