

**Date:** May 30, 2019  
**Bulletin No.:** 2019-02  
**To:** County Treasurers and District Attorneys  
**Regarding:** District Attorney Supervision and 991 Fees

The Oklahoma State Auditor and Inspector 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. The Oklahoma State Auditor, in collaboration with the District Attorneys Council, has prescribed the following procedures for implementing the legislative changes as described below.

Senate Bill 1068 effective July 1, 2019, will change the procedure for depositing District Attorney Supervision Fees and 991 Fees. Those fees collected beginning July 1, 2019 must be deposited into special depository accounts and remitted to the District Attorneys Council on a monthly basis. The procedure to be used by the county will be as follows:

- The County Treasurer shall set up the following new DA accounts within the Official Depository:  
**State Supervision Remittance account** and,  
**State 991 Remittance account.**
  - *Note: if your local District Attorney's office has a designated county for processing these collections, it may not be necessary to establish these accounts. Please consult with your local District Attorney.*
- Starting July 1, 2019, the District Attorney will deposit daily all Supervision Fees and 991 fees into the newly created official depository accounts listed above.
- Any current balance in the existing supervision fee and 991 accounts will remain in those respective accounts and be expended locally.
- The District Attorney will remit all Supervision Fee and 991 Fee collections to the District Attorneys Council using an official depository voucher from each respective official depository account no later than the 5<sup>th</sup> day following the month in which they were collected.
- The District Attorneys Council must then transfer the proceeds to the State General Revenue Fund by the 10<sup>th</sup> day following the month in which they were collected.

Sincerely,

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