

**871—2.3(84A) Financial management bureau.**

**2.3(1) *Bureau chief.*** The financial management bureau is under the direction of a bureau chief who reports to the division administrator.

**2.3(2) *Responsibilities.*** The financial management bureau staff are responsible for auditing all claims for expenditure of administrative and program funds; coding the claims for processing of warrants or fund transfers; and preparing accounting entries as required. The bureau also accounts for all unemployment insurance revenues collected for the trust fund and for benefits paid from the fund.