

FILED

2002 MAR 15 P 6:00

OFFICE WEST VIRGINIA
SECRETARY OF STATE

WEST VIRGINIA LEGISLATURE

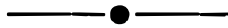
SECOND REGULAR SESSION, 2002



ENROLLED

House Bill No. 3034

(By Mr. Speaker, Mr. Kiss, and
Delegates Michael and Trump)



Passed March 7, 2002

In Effect Ninety Days from Passage

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E N R O L L E D

H. B. 3034

(BY MR. SPEAKER, MR. KISS, AND
DELEGATES MICHAEL AND TRUMP)

[Passed March 7, 2002; in effect ninety days from passage.]

AN ACT to amend article three, chapter twelve of the code of West Virginia, one thousand nine hundred thirty-one, as amended, by adding thereto a new section, designated section ten-f, relating to requiring that a state spending unit submit a receiving report to the state auditor when issuing a requisition on the auditor in payment of a claim for commodities.

Be it enacted by the Legislature of West Virginia:

That article three, chapter twelve of the code of West Virginia, one thousand nine hundred thirty-one, as amended, be amended by adding thereto a new section, designated section ten-f, to read as follows:

ARTICLE 3. APPROPRIATIONS, EXPENDITURES AND DEDUCTIONS.

§12-3-10f. Receiving report required for commodities received.

1 A receiving report shall be submitted to the state auditor
2 verifying the receipt of commodities by a state spending unit.
3 The receiving report shall be an internally-generated document,
4 either written or prepared using electronic media, that identifies
5 commodities received. Commodities as defined in this section
6 include, but are not limited to, the following: Materials,
7 equipment, supplies, printing and automated data processing
8 hardware and software.

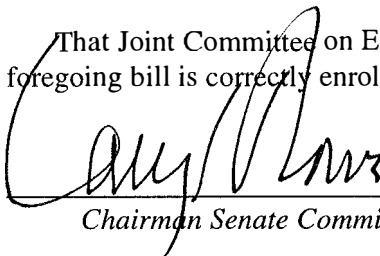
9 The state officer or employee acting as head of each
10 spending unit is responsible for the completion and timely
11 submission of the receiving reports, which shall be prepared at
12 the original point of receipt of the commodities at the spending
13 unit by employees designated by the head of the spending unit
14 to receive the commodities and prepare the receiving reports.
15 The receiving reports shall include, but not be limited to, the
16 following information: Vendor name, description and quantity
17 of commodities received, whether date commodities are
18 received, commodities are acceptable for payment, and a signed
19 acknowledgment of receipt by the employees receiving the
20 commodities. The receiving reports required by this section
21 shall be prepared within twenty-four hours of the receipt of the
22 commodities.

23 The head of a spending unit may not issue a requisition on
24 the state auditor in payment of a claim for commodities
25 received by the spending unit unless the receiving report
26 required by this section accompanies the claim for payment.
27 The spending unit is liable for a debt improperly incurred or for
28 a payment improperly made if the receiving report was not filed
29 with the state auditor as set forth in this section.

30 The state auditor shall propose rules for legislative approval
31 in accordance with provisions of article three, chapter
32 twenty-nine-a of this code, to implement the provisions of this
33 section.

34 No provision of this section shall apply to the West
35 Virginia Legislature.

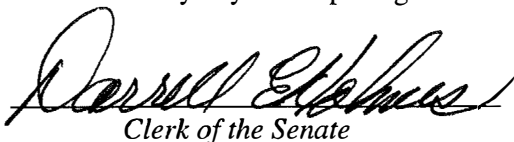
That Joint Committee on Enrolled Bills hereby certifies that the foregoing bill is correctly enrolled.

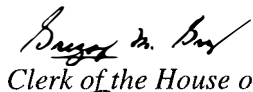

Chairman Senate Committee

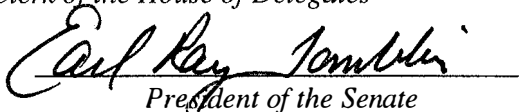

Chairman House Committee

Originating in the House.

In effect ninety days from passage.

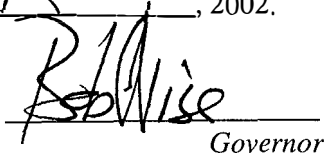

Clerk of the Senate


Clerk of the House of Delegates


President of the Senate


Speaker of the House of Delegates

The within enrolled this the 15th
day of March, 2002.


Governor

PRESENTED TO THE

GOVERNOR

Date 3/11/02

Time 4:05 pm