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DATE: June 30, 2017

REF: Security Administration #17-005

TO: All FI\$Cal Departmental Authority and Designees

FROM: Eric Harrald, Information Security Officer  
FI\$Cal Technology Division

RE: Validation of Departmental Authorities and Designee(s)

On a quarterly basis, a report listing the Departmental Authority and Designee(s) will be generated for each Department, Agency, etc.

These reports will be provided via email to each Departmental Authority and Designee(s). The report should be reviewed and the Department is required to:

- Validate that the Departmental Authority and Designees list for the department is accurate via response to [fiscal.iso@fiscal.ca.gov](mailto:fiscal.iso@fiscal.ca.gov).
- Only one response is required for each department even though all Departmental Authority and Designee(s) in that department will be emailed the report.
- In the event changes need to be made, a Departmental Authority and Designee (DAD) Form should be completed and submitted to the FISCAL Service Center.

For inquiries, please contact Eric Harrald at [fiscal.iso@fiscal.ca.gov](mailto:fiscal.iso@fiscal.ca.gov) or (916) 576-5218.