



State of North Carolina Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

February 1, 2008

MEMORANDUM NO. SAD 08-20

TO: Chief Fiscal Officers
Vice Chancellors
Business Managers

FROM: Robert L. Powell, State Controller

A handwritten signature in black ink that reads "Robert L. Powell".

SUBJECT: Professional Ethics and Conduct Seminar

The Office of the State Controller will sponsor a *Professional Ethics and Conduct* seminar on March 11, 2008 at the McKimmon Center in Raleigh. The seminar will be offered twice during the day, from 9:00 am to 11:00 am (Session 1) and from 1:30 pm to 3:30 pm (Session 2). The registration fee for this seminar will be **\$20 per attendee**, which includes all course materials. Due to classroom size, each session will be limited to 90 participants. Please choose a session preference and register as soon as possible. Recent OSC seminars have reached capacity levels.

To register for this seminar, click on the "Training" link at the top of the OSC website (<http://www.ncosc.net>). The online registration deadline is Monday, March 3, 2008. Payment can be made by check or electronic transfer. NCAS agencies should use vendor number 561611588-03 as required by the intergovernmental transactions procedure. Please reference on your cash management transfer that the payment is for registration fees for the *Professional Ethics and Conduct Seminar*, with the first and last names of the registrants. Please note that agencies should register attendees individually but can submit one payment to cover all registration fees. For payments by check, please also attach a listing of first and last names of the registrants.

This two-hour seminar meets the State CPA Board requirement for all North Carolina CPAs to complete a two-hour group study course on professional ethics and conduct [NCAC 8G.0410 *Professional Ethics and Conduct CPE*]. Timothy L. Kennedy, CPA of Eagle CPE is the instructor. Mr. Kennedy teaches continuing education courses in governmental accounting and auditing, management, and personal development. He was employed with the N.C. Office of the State Auditor for 27 years before his retirement in 2006.

We will also offer an optional breakout session on professional ethics and conduct at our upcoming statewide seminar on May 6 and 7, 2008 (Governmental Accounting and Financial Reporting). Because registration for this optional breakout session will be limited, preference will be given to out-of-town attendees. We also plan to offer an ethics breakout session at our upcoming Fiscal Officer Update seminar on December 18, 2008. If you have any general administrative or registration questions, please contact Gwen Earp at (919) 871-6481. We look forward to your participation.

Attachment

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