

Office of Statewide Reporting and Accounting Policy  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

July 02, 2019

**OSRAP MEMORANDUM 20-02**

TO: Fiscal Officers  
All ISIS and LaGov Agencies

FROM: Afranie Adomako, CPA  
Director of Management & Finance DOA

SUBJECT: Organization Structure – Organization Manager tied to LaGov Position Number

As stated in OSRAP Memo 19-02, the Office of Statewide Reporting and Accounting Policy (OSRAP) requires the Organization Manager Field on the ISIS Organization Form to include the position number of the cost center approver for the LaGov/SRM workflow. The Organization Manager field for add or change ISIS Organization Request Forms must be filled out for organization types 1 (revenue) and 2 (expenditures).

The Organization Form can be found on OSRAP website at:  
<http://www.doa.la.gov/osrap/library/Forms/orgform.pdf>

If you should have any questions concerning this memo, please call the OSRAP Help Desk at (225) 342-1097.

AA: xcc