



United States  
Department of  
Agriculture

Office of the  
Chief Financial  
Officer

Associate Chief  
Financial Officer –  
Financial Operations

Washington D.C.  
20250



Configuration Decision: OCFO 17-09

Date:

To: USDA Agencies

Subject: Financial Management Modernization Initiative (FMMI) – Direct Entry Requisitions

## PURPOSE

The purpose of this configuration decision is to provide USDA's policy on direct entry requisitions in FMMI.

## DECISION

Direct entry of requisitions is optional in FMMI. The processing of direct entry requisitions into FMMI does not require any level of approval; they can be entered and processed by the Purchase Requisition Processor. The OCFO does recommend the use of requisitions for all direct entry procurement, however, they are not required.

## INQUIRIES

Questions concerning this configuration decision should be directed to the Systems Analysis and Requirements Division at **(202) 205-4830**.

## EFFECTIVE DATE

This configuration decision is effective October 1, 2009.

/s/

JOHN G. BREWER  
Associate Chief Financial Officer for Financial Operations

C  
O  
N  
F  
I  
G  
U  
R  
A  
T  
I  
O  
N  
  
D  
E  
C  
I  
S  
I  
O  
N