

CONFERENCE OF AUDITORS OF FEDERAL RESERVE BANKS
CLEVELAND, OHIO, JUNE 23-25, 1919.

Suggested by

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| I. Any plan of operation adopted at conference of auditors must be strictly followed by all Federal Reserve Banks, and can only be modified on approval of a majority of the Auditors' Advisory Committee and the Secretary of the Federal Reserve Board. | 4 |
| II. FEDERAL RESERVE BANK ACCOUNTS: | |
| A. Adoption of uniform report of open items in uncollected funds and exception accounts. | 4 |
| B. Uniform method of adjusting erroneous deductions and credits. | 4 |
| C. Method of handling accounts with other Federal Reserve Banks. | 11 |
| D. Semi-monthly reconciliation between Federal Reserve Banks. | 11 |
| E. Inter-Reserve Banks' arrangements with branch banks. | 11 |
| F. Supporting transcripts with copy of entries. | 11 |
| G. Handling exceptions by wire. | 11 |
| H. Errors made by one Federal Reserve Bank corrected by another. | 11 |
| III. ACCOUNTING METHODS: | |
| A. Official recognition of Dunlop plan of accounting. | 9 |
| IV. GOLD SETTLEMENT FUND: | |
| A. Deductions from Gold Settlement Fund Suspense Account: | |
| (1) Revision of list of items. | 2 |
| (2) Protest fees and cost of telegrams. | 11 |
| (3) Lost checks. | 49-2 |

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B. Calculating anticipated credits through Gold Settlement Fund.	11
C. Desirability of settlement through Gold Settlement Fund by Federal Reserve Board same day as credits are wired by banks.	4-7
D. Method of treatment when debits exceed credits in Gold Settlement Fund clearing.	6
E. Adoption of practice of wiring daily advice direct to beneficiary banks of gold settlement credits reported to Board.	10
F. Advisability of Federal Reserve Board rendering weekly written statements of transactions in Gold Settlement Fund. This in addition to daily telegraphic advice as at present.	7
G. Elimination of reports by and for Federal Reserve Banks or direct settling branches observing holidays on which other Federal Reserve Banks are open for business.	3

V. FORMS:

A. Revision of forms X-794 and X-794a.	4
B. Standardization of inter-Federal Reserve Bank forms.	2
(1) Advice of deductions, Gold Settlement Fund Suspense Account.	
C. Uniform forms for advising of items deducted and entered for collection.	12
D. Uniform form of advice of payment of all collections credited on same day.	12
E. Uniform form for verification of outstanding debits between Federal Reserve Banks.	12
F. Uniform forms of advice of shipments of Federal Reserve notes.	5

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VI. EXPENSE ITEMS BETWEEN FEDERAL RESERVE BANKS:

- A. Cost of shipping Federal Reserve notes.
- (1) Method of recovery, monthly versus daily. 9-11
- B. Cost of shipping Federal Reserve notes to other banks to be absorbed by Federal Reserve Bank making shipment. 6-7-8-11-12
- C. Present method of recovering for postage and insurance for shipments between Federal Reserve Banks. Conference of Governors March 20-22/19 11

VII. REDISCOUNT TRANSACTIONS:

- A. Federal Reserve Banks anticipating notes rediscounted with other Federal Reserve Banks should wire total principal and total discount separately. 4
- B. Disposition of discount paid to Federal Reserve Banks in excess of amount collected from members. 11

VIII. DEFERRED DEBITS:

- A. Adoption of uniform method of monthly advice regarding exceptions in deferred debits account. 8
- B. Reconciliation of accounts. 5-6-11-12

IX. LEASED WIRE SERVICE:

- A. Adoption of A. B. A. code by auditors 8

X. FEDERAL RESERVE NOTE SHIPMENTS:

- A. Responsibility for tracing shipments of Federal Reserve notes 5

XI. COLLECTIONS:

- A. Final proceeds to be shown on paid non-cash collections. 4

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XII. RELATIONS WITH TREASURY DEPARTMENT:

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| A. Relations of Federal Reserve Banks with
Treasury Department | 11 |
| B. Advisability of requesting Treasury Department for weekly detailed statement of
Redemption Fund Accounts. | 7 |
| C. Interest on depository balances should continue
to the time when the remittances covering
withdrawals are available. | 11 |
| D. Arrange with Treasury Department to permit debits
and credits to the Treasurer's account for
the purpose of correcting errors. | 7 |

XIII. GENERAL:

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| Auditors' and Assistant Auditors' signatures
to be on file in all Federal Reserve Banks
and Branches. | 7 |
| Advisability of assigning a number to each bank. | 7 |
| Signatures of officers to be filed singly in
order to obviate necessity of new cards
for single change. | 12 |
| Uniformity in accounting phraseology between
Federal Reserve Banks. | 4-5-8 |