

Notice to Chief Fiscal Officers

Important Changes to the Annual Financial Report (AFR)

1. Recent Accounting Releases

[Accounting and Financial Reporting for Compensated Absences as Required by GASB Statement 101](#)

This bulletin provides updated guidance on compensated absences for accounting and financial reporting purposes and illustrates how local governments and school districts should account for and report compensated absences in the Annual Financial Report (AFR) or the ST-3.

[Accounting for Opioid Settlement Funds](#)

This bulletin provides accounting guidance related to direct payments of opioid settlement funds from the New York State Attorney General's Office to county and city governments.

[Accounting for Emergency and General Ambulance Services](#)

This bulletin provides guidance on amendments to General Municipal Law (GML) Section 209-b, which authorizes authorities having control of fire departments and fire companies (i.e. cities, villages, towns or fire districts) that provide emergency and general ambulance services (services) to charge fees for certain emergency and ambulance services. This bulletin includes accounting guidance as well as general internal controls and best practices that should be considered when implementing billing for these services in accordance with the amended law.

2. The following account code has been added:

Activated:

Financial Statement	Code	Code name	Funds	Class
Results of Operations (Rev)	2735	Opioid Settlement Funds	A, CM, SM, EF, EH, EI, EM	CCTV, FD

3. Please be sure, at least annually, you are logging into the Contact Management System to verify all contacts. If there is a change in CFO, please make sure to update the contact information using OSC's contact update system or emailing the name, title, email address, and phone number of the new contact to AFRfile@osc.ny.gov. Once the CFO has been updated in our system, the new CFO will be enrolled in the AFR software and the AFR user account for the prior CFO will be locked. For security and audit trail purposes, user credentials should not be shared, and you should not modify the name on the account of the prior CFO to reflect the new CFO.

4. AFR filing due dates for Towns and Villages can be found [here](#).

CPA Reports and notes to financial statements may be filed by sending them to the following email address: afrfile@osc.ny.gov

If you have questions regarding filing or any information in this notice, please contact the Data Management Unit using the contact information below:

- By phone at 866.321.8503 or 518.408.4934 (option 4)
- Via email to afrfile@osc.ny.gov.