



STATE OF RHODE ISLAND  
**DEPARTMENT OF ADMINISTRATION**  
Office of Accounts and Control

*Dorothy Pascale, CPA, State Controller*  
One Capitol Hill  
Providence, RI 02908-5890

Office: (401) 222-2271  
Fax: (401) 222-6437  
[Dorothy.Z.Pascale@doa.ri.gov](mailto:Dorothy.Z.Pascale@doa.ri.gov)

February 2, 2022

**TO:** Chief Financial Officers  
**FROM:** Dorothy Pascale, CPA, State Controller  
**RE:** **RIFANS GL Training – February 2022**

The Office of Accounts and Control is pleased to announce we will conduct a RIFANS General Ledger training session on **Tuesday, February 22, 2022**, from 9:00 am-12:00pm. The session will provide an introduction to RIFANS General Ledger and cover journal entry creation and approval, as well as GL reports and inquiries.

The class will be offered **online via Microsoft Teams for personnel whose job description requires work within RIFANS**. Agency CFOs who would like to register their personnel should send the names and email addresses of their employees by **February 14<sup>th</sup>** to [deborah.l.poirier@doa.ri.gov](mailto:deborah.l.poirier@doa.ri.gov). If there are specific items that you would like covered during the training, please include this in your registration email for our consideration. Accounts & Control will then send an invite to the training to each designated employee.

For any additional questions regarding this training, please contact Deborah Poirier as soon as possible.