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GENERAL GOVERNMENT
DIVISION

RELEASED

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The Honorable W. Pat Jennings
Clerk of the House
of Representatives

Dear Mr. Jennings:

Pursuant to your request dated August 3, 1973, we reviewed the Property Supply and Repair Service (PSRS) of the House of Representatives. Our review covered activities for the fiscal year ended June 30, 1973, and included a review of the property records and controls, an evaluation of the accounting procedures, and taking a sample physical inventory of furniture and supplies. We also reviewed the procedures and practices used in initiating work orders and in maintaining PSRS's stockrooms. 20-22

The activities of PSRS which we examined are being carried out in a commendable manner. We did, however, bring some minor matters to the attention of PSRS officials for whatever action they deem appropriate.

Sincerely yours,

Victor L. Lowe
Director

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