

## ACO Central Email Addresses



| Name                        | Email Address                            | Purpose   |
|-----------------------------|--|---|
| ACO Budgets                 | ACOBudgets@co.riverside.ca.us            | Budget Errors, All Form 11's, Zero Budget Lines, Approp Transfers and Flux Analysis   |
| ACO ChartofAccount          | chartofaccount@co.riverside.ca.us        | Following chartfield requests, Fund, Account, Department ID, Class/Location, Payroll Account Code, and Program. Transactional combo edit errors.  |
| ACO Internal Audit Division | aco_int_audits@co.riverside.ca.us        | General audit inquiries, questions or comments regarding audit reports, internal controls and policies and procedures.  |
| ACO MAM                     | ACO_MAM@co.riverside.ca.us               | Requests to be added or deleted from MAM distribution list, requests for DVD's of MAM Meetings and Handouts. Any questions regarding information presented at MAM meetings. Questions regarding CPE credits from MAM Meetings and CPE Certificates.   |
| ACO Payroll                 | aco_payroll@co.riverside.ca.us           | If employee's have questions regarding their pay, they should first contact their Department Rep. This email account is for inquiries from Department and Payroll Reps regarding an employee – such as their pay, deductions (sometimes we will be able to handle or refer to appropriate party); questions from employee's regarding their W-2, garnishments, direct deposit; questions from Accounting community regarding payroll journals such as interface, fallout. |
| ACO Reports                 | acoreports@co.riverside.ca.us            | All Simpler requests: new user, reset passwords, report validation, system errors.  |
| ACO Stale Dated Warrants    | ACOSTaleDatedWarrants@co.riverside.ca.us | Original paperwork will still need to be sent to the ACO but if departments or 3rd parties have questions for stale-dated warrants, this email address is to be used.   |
| ACO YearEnd                 | ACOYearEnd@co.riverside.ca.us            | All Year-End inquiries: YE deadlines, YE training, YE Schedules, YE Manual, etc.  |