

## NOTICE OF RULE MAKING

Arkansas Department of Human Services  
DHS Administrative Procedures Manual  
Chapter 602, DHS Purchasing Authority Special Provisions

Pursuant to U.S. Omnibus Reconciliation Act of 1981, Ark. Code Ann. Sec. 25-10-101 et seq., Act 218 of 1983, and Act 348 of 1985, the Chief Fiscal and Administrative Officer, Department of Human Services (DHS), is proposing revising the DHS Administrative Procedures Manual, Chapter 602, DHS Purchasing Authority Special Provisions.

The revision will provide substantive changes related to Scope, Client Equipment, Supplies & Equipment, Communications Equipment, Copier Equipment, Vehicle Purchases, Printing and Term Contracts. Sections were added related to Equipment Repair, Insurance, Notary Public, Maintenance Contracts, Petty Cash and Disabled Work Centers. This will update the Manual to be in accordance with the latest federal and state laws and regulations regarding purchased services.

The rule will be effective October 6, 2008.

Copies of the rule may be obtained by writing to the Office of Finance and Administration, P.O. Box 1437, Slot WG3, Little Rock, AR 72203-1437, Attention: Policy and Administrative Program Management. All comments about the proposed revision must be submitted in writing within 30 days of the date appearing below or 30 days following the date of the newspaper notice, whichever is the longer period.

The Department of Human Services, Office of Finance and Administration, is in compliance with Titles VI and VII of the Civil Rights Act and is operated, managed, and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color, or national origin.

Alternate formats, such as large print, audiotape, etc. will be provided upon request.

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Jerry Berry  
Chief Fiscal and Administrative Officer