



OKLAHOMA
Office of Management
& Enterprise Services

CPO Announcement

State of Oklahoma
Office of Management and Enterprise Services

DATE: April 1, 2026

TO: All CPOs, finance officers and accounts payable staff

FROM: Office of Management and Enterprise Services

SUBJECT: Authority order voucher reviews

CONTACT: [OMES Risk, Assessment and Compliance](#)

State procurement and financial professionals,

Beginning in fiscal year 2027, to validate that authority orders (AOs) are paid appropriately, OMES Risk, Assessment and Compliance (RAC) will review PeopleSoft vouchers associated with authority orders. Per Chapter 8 of the [Statewide Accounting Manual](#), agency users will attach appropriate documentation to the voucher jacket in PeopleSoft.

Examples of appropriate attachment documentation include:

- Invoice.
- Notarized Form 3 (Notarized Claim Form).

Agency users with AO vouchers that do not have documentation attached in PeopleSoft will receive an email via Celonis reminding them to attach the proper documentation. If you have any questions regarding the validation of AO vouchers, please contact omes.rac@omes.ok.gov.