



The Following Article
Published by
THE DIVISION OF FINANCIAL OPERATIONS
Appeared in the **OCTOBER 9, 2007**
Edition of the Principal's Weekly Newsletter

NEW SOP CHAPTER ON TRAVEL AND CONFERENCES

The Division of Financial Operations (DFO) is pleased to announce the issuance of a revised chapter to the Department of Education's **Standard Operating Procedures (SOPs)** on "[Travel and Conferences](#)" dated September 2007.

[SOP Memorandum #3-07](#) (dated October 1, 2007) officially announces the release of this chapter, and details its major changes from the original chapter on this topic.

This chapter supersedes all other regulations on this topic.

Any questions regarding the issuance of this chapter may be directed to:

Division of Financial Operations
Attention: Howard Sheikowitz
718-935-2662
Hsheiko@schools.nyc.gov