UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 7500.5M
COMPT
17 DEC 2015

AIR STATION ORDER 7500.5M

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: CASH VERIFICATION

Ref: (a) DoD 7000.14-R, Vol 5

1. Situation. A cash verification team must be appointed and trained to perform cash verification of government funds at Marine Corps Air Station (MCAS) Cherry Point. Team members must know specific guidance contained in the reference, how to identify potential discrepancies, and how to report the results of the verification.

2. Cancellation. AirStaO 7500.5L.

3. Mission. To appoint and train a team in cash verification requirements in order to provide reasonable assurance that internal controls over public funds are functioning as intended.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To safeguard government funds at MCAS Cherry Point through cash verifications and related reviews of internal controls.

(2) Concept of Operations

(a) The senior member will train team members, schedule verifications, oversee team operations, and ensure that reports are available for auditors or other interested parties.

(b) Team members will use the reference as guidance for conducting cash verifications. The guidance should be adapted to conduct cash verifications of local collection agents.

(c) The following funds are subject to this Order:

Directorate	Function	Frequency
Facilities	Billeting	Quarterly
Supply	Food Services	Quarterly
Chaplain's Office	Offerings	Quarterly

b. Coordinating Instructions. The Comptroller will nominate comptroller personnel who meet the requirements contained in the reference as cash verification team members. Appointment to the cash verification team will be made by the Installation Commander.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

5. Administration and Logistics. Questions pertaining to the content of this Order should be directed to the Comptroller Directorate, MCAS Cherry Point.

6. Command and Signal

a. Command. This Order is applicable to MCAS Cherry Point.

b. Signal. This Order is effective the date signed.

C. PAPPAS III

DISTRIBUTION: A