

ADJUSTMENTS TO STATE-OWNED ASSETS



SAM REFERENCE #

CO-853(b) Rev. 7/2024
Recovery/Resolution Form

INSTRUCTIONS:

- CO-853(b) - Recovery/Resolution Form** - This form is filled out once there has been a final resolution of the occurrence.
- Enter the Agency and Property information: **SAM Reference # (provided by OSC – Security and Asset Management), Agency Reference #, Agency Name, Brief Property Description (from original CO-853(a) submission).**
- This may be submitted at a later date to provide additional information or to finalize an occurrence that was previously submitted on a CO-853(a) form.
- Prepare and electronically submit the form to OSC.CO-853@CT.GOV with a Cc: to Auditors of Public Accounts at CO-853@CTAUDITORS.GOV. Retain a copy for your own records. This form must also be provided to the responsible party at the submitting agency (business office, property control manager, etc.)
- This form will be required for all CO-853 submissions that require further investigations or aren't resolved immediately upon submitting the CO-853(a) form.

QUESTIONS: Central Accounts Payable Division, 165 Capitol Ave, Hartford, CT 06106 OSC.CO-853@CT.GOV

AGENCY AND PROPERTY INFORMATION

AGENCY REFERENCE #

AGENCY NAME

PROPERTY DESCRIPTION

BRIEF DESCRIPTION OF PROPERTY

TAG # (if applicable)

FINAL RESOLUTION

ADDITIONAL LOSS/ADJUSTMENT

ADDITIONAL COST

TOTAL FINAL COST PER EVENT

(Total cost for all assets involved with this event. For multiple assets updated CO-853(MA) should be used and attached)

ASSET RECOVERY

PREVIOUSLY REPORTED AS LOST ITEM RECOVERED

DATE RECOVERED ITEM PREVIOUSLY REPORTED

BRIEF DESCRIPTION OF RESOLUTION

UPDATE TO PREVIOUS SUBMISSION

CONTACT INFORMATION

UNIT SUPERVISOR:

NAME

TITLE

SIGNATURE

EMAIL

DATE

PROPERTY CONTROL MANAGER

NAME

TITLE

SIGNATURE

EMAIL

DATE