

**Letter of Certification**  
**Security Administration Agreement**  
**Colorado Personnel Payroll System (CPPS) and**  
**Human Resources Data Warehouse (HRDW)**

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I have complied with the requirements and responsibilities outlined in my security administration agreement. As part of the requirements, I have made all necessary CPPS and HRDW security changes to reflect our current staffing pattern and security requirements, and retained this information in our files for future reference.

\_\_\_\_\_  
Department/Agency Name

\_\_\_\_\_  
Department/Agency COFRS Code(s)

**Agency Controller:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

**Agency HR Director:**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date

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Return to:

Jennifer Henry  
Office of the State Controller  
Statewide Internal Audit Manager  
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