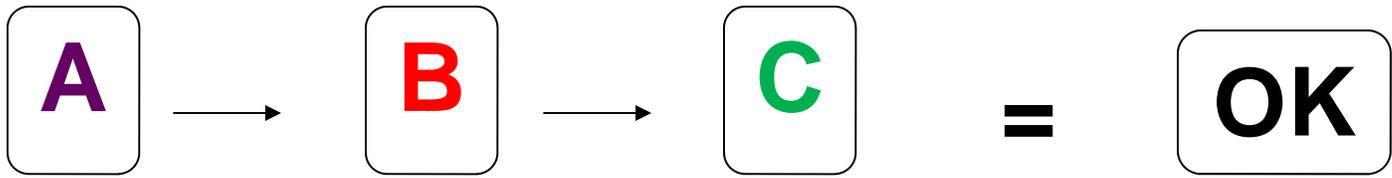


Job Aid on Separation of Duties for Farmers' Market Nutrition Program

Scenario # 1

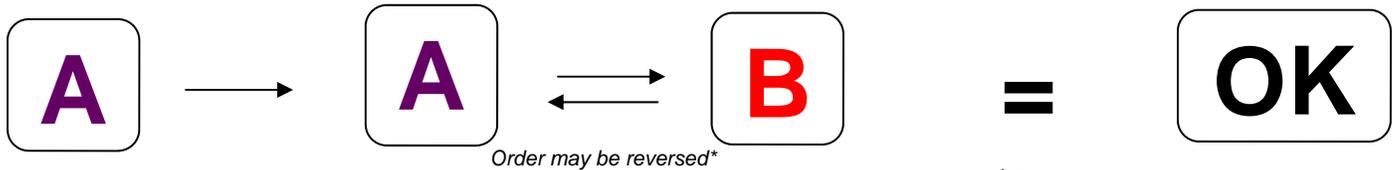


Screens and educates ppts

Verifies and assigns checks in ISIS

Distributes checks; gets ppt's signature on issuance log

Scenario # 2



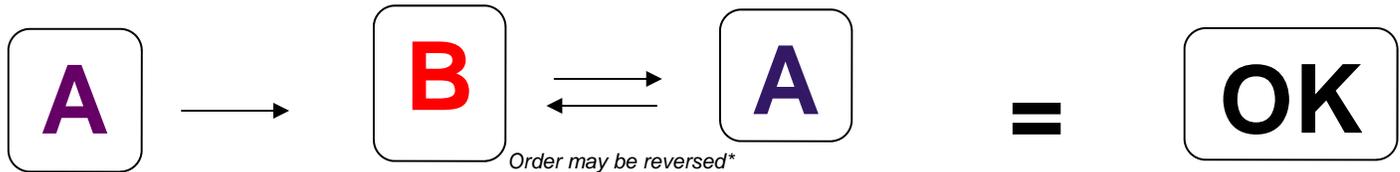
Screens and educates ppts

Verifies and assigns checks in ISIS

Distributes checks; gets ppt's signature on issuance log

**If checks are distributed at a Farmers' Market in the absence of an ISIS connection, verification and assignment in ISIS by another staff person must occur immediately upon return to the office.*

Scenario # 3



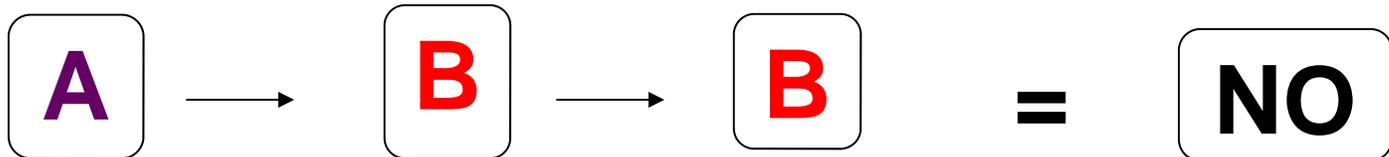
Screens and educates ppts

Verifies and assigns checks in ISIS

Distributes checks; gets ppt's signature on issuance log

**If checks are distributed at a Farmers' Market in the absence of an ISIS connection, verification and assignment in ISIS by another staff person must occur immediately upon return to the office.*

Scenario # 4

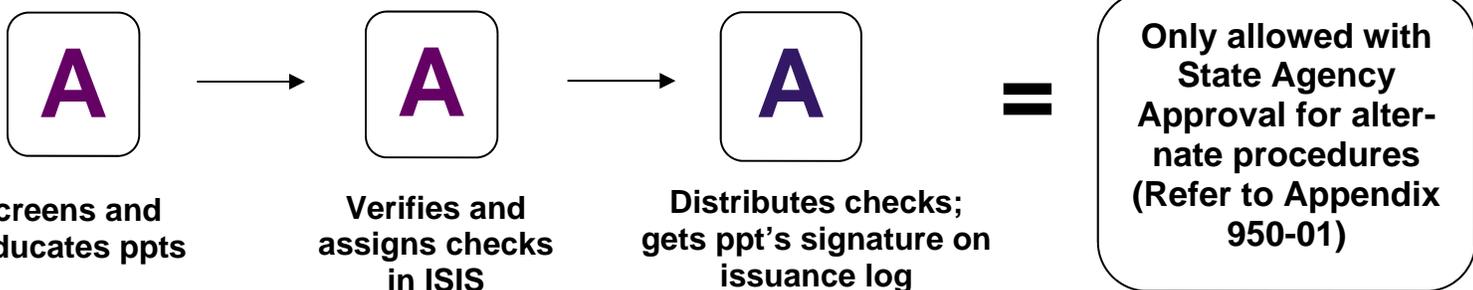


Screens and educates ppts

Verifies and assigns checks in ISIS

Distributes checks; gets ppt's signature on issuance log

Scenario # 5



Screens and educates ppts

Verifies and assigns checks in ISIS

Distributes checks; gets ppt's signature on issuance log

Only allowed with State Agency Approval for alternate procedures (Refer to Appendix 950-01)