Executive in Charge, Office of Management
Action Item

SUBJECT: Approval of two updated financial policy chapters.

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<th>Vol.</th>
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<td>II</td>
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<td>1358 Obligations</td>
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<td>XII</td>
<td>1F</td>
<td>Administrative Wage Garnishment</td>
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DISCUSSION: The Financial Policy Steering Committee voted, approved, and recommended CFO approval of the following policy chapters:

- Volume II, Chapter 6, *1358 Obligations*, establishes VA financial policy and procedures for the proper use of VA Form 1358, Obligation or Change in Obligation.

- Volume XII, Chapter 1F, *Administrative Wage Garnishment*, establishes VA financial policy and procedures relating to initiating administrative wage garnishment (AWG) from an employee’s disposable pay through a non-Federal employer for delinquent nontax debts owed to VA. VA retains the final authority to resolve disputes, compromise debts, suspend or terminate collection action and refer accounts to the Department of Justice (DOJ) for litigation.

RECOMMENDATION: Approve the two updated financial policy chapters by signing below.

Approved:

/\S/ 01/16/13
W. Todd Grams
Executive in Charge, Office of Management
and Chief Financial Officer