



---

# Treasury Financial Manual

---

Transmittal Letter No. 635

Volume I

To: Heads of Government Departments, Agencies, and Others Concerned

## 1. Purpose

This transmittal letter releases the revised TFM Volume I, Part 2, Chapter 4100: Debt Management Reports. This chapter describes the Department of the Treasury's requirements for debt management reports. It also provides instructions for submission of the *Treasury Report on Receivables and Debt Collection Activities (TROR)*.

## 2. Page Changes

### Remove

TFM Volume I, Part 2, Chapter 4100 (T/L 600)

### Insert

TFM Volume I, Part 2, Chapter 4100

## 3. Effective Date

This transmittal letter is effective immediately.

## 4. Inquiries

Direct questions concerning this transmittal letter to:

Debt Management Services  
Financial Management Service  
Department of the Treasury  
401 14<sup>th</sup> Street, SW.  
Room 446  
Washington, DC 20227  
Telephone: 202-874-3810

Date: January 12, 2007

Kenneth R. Papaj  
Commissioner

**Part 2—Chapter 4100****DEBT MANAGEMENT REPORTS**

---

This chapter describes the Department of the Treasury's (Treasury's) requirements for debt management reports. It also provides instructions for submission of the Treasury Report on Receivables and Debt Collection Activities (TROR).

---

**Section 4110—Scope and Applicability**

This report applies to an executive, judicial, or legislative agency, which is defined as a department, agency, court, court administrative office, or instrumentality in the executive, judicial, or legislative branch of Government, including Government corporations.

**Section 4115—Authority**

The TROR is Treasury's only comprehensive means for periodically collecting data on the status and condition of the Federal Government's nontax debt portfolio, per requirements of the Debt Collection Act of 1982 and the Debt Collection Improvement Act of 1996.

**Section 4120—Reporting Requirements**

Refer to the *Instructional Workbook for Preparing the Treasury Report on Receivables and Debt Collection Activities* for detailed requirements, definitions, and forms. See the Web site at <http://www.fms.treas.gov/debt/dmrpts.html>.

## **Contacts**

### ***Direct inquiries concerning this chapter to:***

Debt Management Services  
Financial Management Service  
Department of the Treasury  
401 14<sup>th</sup> Street, SW.  
Room 446  
Washington, DC 20227  
Telephone: 202-874-3810