

**Executive in Charge, Office of Management
Action Item**

SUBJECT: Approval of two updated and two new financial policy chapters.

Vol.	Ch.	Title
II	1	Accounting Classification Structure
II	2	Budget Cycle and Fund Symbols
II	5	Obligations Policy
XV	6	Payroll: Payments

DISCUSSION: The Financial Policy Steering Committee voted, approved, and recommended CFO approval of the following policy chapters:

- Volume II, Chapter 1, *Accounting Classification Structure*, discusses the VA policy for VA's accounting classification structure and information used to meet Governmentwide reporting and financial requirements.
- Volume II, Chapter 2, *Budget Cycle and Fund Symbols*, establishes VA financial policy and procedures for the appropriations and other funding sources for VA to perform its mission.
- Volume II, Chapter 5, *Obligations Policy*, discusses VA policy relating to establishing, maintaining, and reconciling obligations.
- Volume XV, Chapter 6, *Payroll: Payments*, discusses VA policy regarding payroll payments. VA will pay its employees the correct amount of salary and/or wages, premium pay, allowances, and differentials.

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

Approved:

/ S /

W. Todd Grams
Executive in Charge, Office of
Management, and Chief Financial Officer

09/18/2012

Date