

**Assistant Secretary for Management
Action Item**

Subject: Approval of five new policy chapters in accordance with the Financial Policy Improvement Initiative (FPII).

Vol.	Ch.	Title
III	7	<i>Required Supplementary Stewardship Information: Non-Federal Physical Property</i>
III	9	<i>Required Supplementary Stewardship Information: Research and Development</i>
VIII	4	<i>Personal Funds of Patients</i>
XII	1D	<i>Salary Offset for Federal Employees Indebted to U.S.</i>
XIII	6	<i>Accounting During Declared Emergencies</i>

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

- Volume III, Chapter 7, *Required Supplementary Stewardship Information: Non-Federal Physical Property*, discusses VA's stewardship investments in non-Federal physical properties. VA includes stewardship information as part of its Required Supplemental Stewardship Information (RSSI) in VA's annual Performance and Accountability Report (PAR). There are two other related chapters: (1) Human Capital Investments, and (2) Research and Development.
- Volume III, Chapter 9, *Required Supplementary Stewardship Information: Research and Development*, discusses VA's stewardship investments in research and development. VA includes stewardship information as part of its Required Supplemental Stewardship Information (RSSI) in VA's annual Performance and Accountability Report (PAR). There are two other related chapters: (1) Human Capital, and (2) Non-Federal Physical Properties.
- Volume VIII, Chapter 4, *Personal Funds of Patients*, discusses how VA will (through general guidance) further the goal of achieving effective fiscal control and accountability over both PFOP (36X6020) and PFOP/FDIB (36X6021) accounts. Both VHA and VBA have their own specific implementing instructions to guide their management of the PFOP and PFOP/FDIB accounts, respectively.
- Volume XII, Chapter 1 D, *Salary Offset for Federal Employees Indebted to U.S.*, discusses how VA will use salary offset as a principal method for recovering debts owed by Federal employees to the Department. The offset method will be used for both benefit and non benefit debts. VA must notify the debtor of his or her right to dispute the existence or amount of the debt, as well as the offset schedule, or request a waiver of the debt, if applicable.
- Volume XIII, Chapter 6, *Accounting During Declared Emergencies*, discusses how VA may provide support based on the President of the United States issuing a statement of declared emergency. VA will provide necessary hospital care, medical services and any other requested services to aid VA facilities or an overall Federal response effort.

Recommendation: Approve the five new policy chapters by signing below.

Approved:

_____/ s /_____
W. Todd Grams
Acting Assistant Secretary for Management

08/26/2010
Date