
29 C.F.R. § 1450.21

Notification.

- (a) Salary offset deductions shall not be made unless the Director of the Financial Management Staff of FMCS, or such other official as may be named in the future by the Director of FMCS, provides to the employee—at least 30 days before any deduction—a written notice stating at a minimum:
- (1) The agency's determination that a debt is owed, including the origin, nature, and amount of the debt;
 - (2) The agency's intention to collect the debt by means of deduction from the employee's current disposable pay account;
 - (3) The amount, frequency, proposed beginning date, and duration of the intended deductions;
 - (4) An explanation of the agency's policy concerning interest, penalties, and administrative costs (subpart D of this regulation), a statement that such assessment must be made unless excused in accordance with the FCCS;

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