



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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TO: Agency Directors and Policy Manual Users

FROM: /s/ Pat Sanborn, Senior Executive Policy Coordinator
Accounting Division

SUBJECT: SAAM Technical Correction – Section 25.60 Garnishments and Wage Assignments

The online version of Chapter 25, Section 25.60, Garnishments and Wage Assignments, in the *State Administrative & Accounting Manual (SAAM)* has been revised.

In Subsection 25.60.50, we corrected language in the first and second answer to writ of garnishment worksheets to clarify that union dues are **not** deducted from gross income if paid under contract or collective bargaining agreement. A hardcopy reflecting this change can be printed from the OFM website at: <http://www.ofm.wa.gov/policy/25.60.pdf>.

Questions regarding policy content and proper interpretation of the payroll policies in Chapter 25 should be directed to Steve Nielson at (360) 725-0226, steve.nielson@ofm.wa.gov; or Steven Ketelsen at (360) 725-0222, steven.ketelsen@ofm.wa.gov.

The policies and procedures prescribed in SAAM are the minimum requirements that state agencies must meet. An agency may adopt more restrictive or detailed policies as long as the agency meets the required minimum standards.

Please be aware that in addition to the SAAM policies, all OFM directives, technical corrections, and superseded policies are available online on OFM's website at: <http://www.ofm.wa.gov/policy/default.asp>.

Additional administrative and accounting resources are also available on OFM's website at: www.ofm.wa.gov/resources/default.asp.

If you are maintaining a hardcopy manual, a link to the replacement pages is available at: <http://www.ofm.wa.gov/policy/replacement-pages.asp>.