



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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September 4, 2007

TO: Agency Directors and Policy Manual Users

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

SUBJECT: SAAM TECHNICAL CORRECTION – SUBSECTION 25.70.30

In the July 1, 2007, update to Chapter 25 in the *State Administrative & Accounting Manual* (SAAM), the dollar limit for amounts due to deceased employees was increased from \$10,500 to \$11,250 in Subsection 25.70.30.c. The limit should have been increased to \$11,500.

Retroactive to July 1, 2007, the dollar limit for amounts due to deceased employees is \$11,500. We apologize for any inconvenience this may have caused.

The online version of SAAM has been revised to reflect this change, and is available on the OFM website at: <http://www.ofm.wa.gov/policy/25.70.htm>. A hard copy can also be printed from the OFM website at: <http://www.ofm.wa.gov/policy/25.70.pdf>.

If you have any questions regarding policy content and proper interpretation of the payroll policies in Chapter 25, please contact Steve Nielson at (360) 664-7681, or steve.nielson@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. We encourage you to use the online version of SAAM. All OFM directives, policies, technical corrections, and superseded policies are available at: <http://www.ofm.wa.gov/policy/default.asp>.