

4 FAM 320 COLLECTIONS

4 FAM 321 GENERAL

4 FAM 321.1 Scope and Applicability

(TL:FIN-351; 4-30-95)

a. This subchapter contains the policy for receiving, identifying, reporting, remitting, safeguarding and disposing of official collections and deposit funds by U.S. Disbursing Officers (USDOs), overseas and domestic cashiers and other accountable officers. It applies to all classes of funds collected by officers and employees who, by virtue of their official capacity, receive monies for the account of, or for the custody of, the United States.

b. Collections are a distinct activity of USDO's, cashiers and subcashiers, separate from and of equal importance with disbursements of funds, administration of foreign currency, and handling of cash advances from the U.S. Government. The policies set forth herein should be used in conjunction with policies and regulations in 4 FAM 310 , 4 FAM 360 , and 4 FAM 390 .

4 FAM 321.2 Authorities

(TL:FIN-351; 4-30-95)

The authorities for these policies and regulations include the following:

a. U.S. Code:

—31 U.S.C. Chapter 33 Depositing, Keeping and Paying Money;

—31 U.S.C. Chapter 35 Accounting and Collection; and

—41 U.S.C. Chapter 10 Management and Disposal of Government Property.

b. Code of Federal Regulations Title 22, Chapter I, Subchapter N.

c. Treasury Financial Manual Vol. I

—Part 4-Chapter 9000 Foreign Exchange

—Part-Deposit Regulations

—Part 6-Chapter 8000 Cash Management

d. General Accounting Office Policy and Procedures Manual, Chapter 3
Collections.

4 FAM 322 THROUGH 329 UNASSIGNED