

(d) When a Department employee becomes aware that he or she has been named as a party in a proceeding in his or her individual capacity as a result of conduct within the scope of his or her employment, the employee should immediately notify his or her supervisor that such an action is pending. The supervisor shall promptly thereafter notify the chief legal officer of the employee's employing component. The employee shall immediately apprise the chief legal officer of his or her employing component of any offer to settle the proceeding.

(e) A Department employee may request indemnification to satisfy a verdict, judgment or monetary award entered against the employee or to compromise a claim pending against the employee. The employee shall submit a written request, with appropriate documentation including a copy of the verdict, judgment, award or other order or settlement proposal, in a timely manner to the Secretary or his or her designee for decision.

(f) Any payment under this section either to indemnify a Department employee or to settle a claim shall be contingent upon the availability of appropriated funds for the payment of salaries and expenses of the employing component.

#### **PART 4—EMPLOYEES' PERSONAL PROPERTY CLAIMS**

AUTHORITY: 31 U.S.C. 3721(j).

SOURCE: 62 FR 18518, Apr. 16, 1997, unless otherwise noted.

##### **§ 4.1 Procedures.**

The procedures for filing a claim with the Treasury Department for personal property that is lost or damaged incident to service are contained in Treasury Directive 32-13, "Claims for Loss or Damage to Personal Property," and Treasury Department Publication 32-13, "Policies and Procedures For Employees' Claim for Loss or Damage to Personal Property Incident to Service."

#### **PART 5—TREASURY DEBT COLLECTION**

##### **Subpart A—General Provisions**

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- 5.1 What definitions apply to the regulations in this part?
- 5.2 Why is the Treasury Department issuing these regulations and what do they cover?
- 5.3 Do these regulations adopt the Federal Claims Collection Standards (FCCS)?

##### **Subpart B—Procedures To Collect Treasury Debts**

- 5.4 What notice will Treasury entities send to a debtor when collecting a Treasury debt?
- 5.5 How will Treasury entities add interest, penalty charges, and administrative costs to a Treasury debt?
- 5.6 When will Treasury entities allow a debtor to pay a Treasury debt in installments instead of one lump sum?
- 5.7 When will Treasury entities compromise a Treasury debt?
- 5.8 When will Treasury entities suspend or terminate debt collection on a Treasury debt?
- 5.9 When will Treasury entities transfer a Treasury debt to the Treasury Department's Financial Management Service for collection?
- 5.10 How will Treasury entities use administrative offset (offset of non-tax Federal payments) to collect a Treasury debt?
- 5.11 How will Treasury entities use tax refund offset to collect a Treasury debt?
- 5.12 How will Treasury entities offset a Federal employee's salary to collect a Treasury debt?
- 5.13 How will Treasury entities use administrative wage garnishment to collect a Treasury debt from a debtor's wages?
- 5.14 How will Treasury entities report Treasury debts to credit bureaus?
- 5.15 How will Treasury entities refer Treasury debts to private collection agencies?
- 5.16 When will Treasury entities refer Treasury debts to the Department of Justice?
- 5.17 Will a debtor who owes a Treasury debt be ineligible for Federal loan assistance or Federal licenses, permits or privileges?
- 5.18 How does a debtor request a special review based on a change in circumstances such as catastrophic illness, divorce, death, or disability?