

**United States Department of the Interior  
BUREAU OF LAND MANAGEMENT  
National Human Resources Management Center  
Denver Federal Center, Building 50  
P.O. Box 25047  
Denver, Colorado 80225-0047**

In Reply Refer To:  
1400-550 HR-210)P

November 30, 1998

EMS TRANSMISSION  
Information Bulletin No. HR-99-027

To: All Servicing Personnel Officers

From: Director, National Human Resource Management Center

Subject: Direct Deposit of Employee Pay

DD: 1/1/99

The Debt Collection Improvement Act of 1996, tightens compliance for direct deposit for federal employees. As of January 1, 1999, only direct deposit will be used for federal employee salaries, travel reimbursements, retirements, and other paid benefits. A query of the Federal Personnel Payroll System (FPPS) shows 602 BLM employees have their checks mailed instead of direct deposited.

There is a provision in the Act for an employee to certify that they do not have an account in a financial institution and qualify for a waiver. Employees need to be contacted and given the option of doing direct deposit or signing a waiver.

Attached is a sample memo that can be addressed to those employees who need to respond to this requirement. The WCHKDSL report under the MIRS command in FPPS will give you a listing of employees who still have their checks mailed. If you would like to run labels under the BLM Common Library there is the EFTLBL report that just lists name and org.

Signed  
Linda D. Sedbrook  
Director

Authenticated  
Darlene Robitaille  
Secretary

1 Attachment

1 - Sample Memo (1 p)

Distribution

WO-700, AD, HRM

RS-150A, BLM Library

HR-200, Originator

HR-250, Records

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In Reply Refer To:  
1400-550 (HR-210)

Memorandum

To:

From: Director, National Human Resources Management Center

Subject: Direct Deposit of Employee Salary

DD: 12/18/98

In accordance with The Debt Collection Improvement Act of 1996, by January 1, 1999, direct deposit must be used for your federal salary and other paid benefits. A query of the Federal Personnel Payroll System (FPPS) shows that your check is mailed to an address. Only employees who do not have a financial account can continue to have their check mailed. Sign the certification in the box below or fill out the enclosed FASTSTART Direct Deposit Form and return to Mary LaBate, HR-210.

Phyllis O'Neill  
Acting Director

1 Attachment

1 - FASTSTART Direct Deposit Form 2231 (1 P)

I certify that I do not have an account with any financial institution and request that my checks be mailed to me at my official correspondence address. I understand that falsifying this certification may result in disciplinary action.

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Employee Signature

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Date

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**SAMPLE**

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Linda D. Sedbrook

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