



United States
General Accounting Office
Washington, D.C. 20548

Office of the General Counsel

B-223645

August 1, 1986

Mr. [REDACTED]

Dear Mr. [REDACTED]

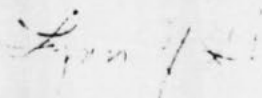
This is in response to your letter dated July 7, 1986, requesting that we provide you with information concerning our claims-settlement process. Specifically, you have asked that we describe the type of civilian personnel claims which are subject to settlement by the General Accounting Office, and that we advise you of the procedures an employee should follow in order to file a claim here.

A federal employee's claim is cognizable by our Office only if it requests monetary relief. Typically, the monetary claims we receive involve such matters as compensation, leave, travel costs, and relocation expenses.

The procedures for filing a claim with our Office are outlined in 4 C.F.R. Part 31 (1986), copy enclosed. As you will note from section 31.4 of the enclosed regulations, an employee wishing to file a claim with our Office should first submit the claim to his employing agency.

We hope that the above information and enclosed regulations will be of assistance to you.

Sincerely yours,


Lynn H. Gibson
Attorney-Adviser

Enclosure