




OFFICE OF THE DIRECTOR

UNITED STATES  
OFFICE OF PERSONNEL MANAGEMENT  
WASHINGTON, DC 20415-0001

AUG 05 2005

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: LINDA M. SPRINGER  
DIRECTOR 

Subject: Agents Designated To Accept Service Of Process For Payroll  
Garnishment For Child Support And/Or Alimony

The executive branch of the Federal Government, through its civilian employees and Uniformed Services members, must serve as a model employer in promoting and facilitating the establishment and enforcement of child support.

The Federal Government must take actions necessary to ensure that monies in payment of child support obligations are withheld and transferred to a child's caretaker in an efficient and expeditious manner.

Appendix A to 5 CFR 581, Processing Garnishment Orders For Child Support And/Or Alimony, lists agents designated to accept legal process for child support. Appendix B lists agents designated to facilitate the service of legal process on Federal employees.

5 CFR 581.201(b) requires that:

“The head of each governmental entity shall submit to the Office of the General Counsel, Office of Personnel Management, 1900 E Street NW, Washington, DC 20415, for publication in appendix A to this part, the following information concerning the agent(s) designated to accept service of process:

- (1) Title;
- (2) Mailing address;
- (3) Telephone number; and
- (4) Geographical area or region, if applicable.”

**Please review appendices A and B and submit updates no later than September 30, 2005.**

Questions can be directed to Barbara Goldberg at (202) 606-1995 or [barbara.goldberg@opm.gov](mailto:barbara.goldberg@opm.gov).

cc: Chief Human Capital Officers  
Human Resources Directors