



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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July 16, 2009

**OFM DIRECTIVE 09A-08**

**TO:** Agency Directors and Policy Manual Users

**FROM:** /s/ Sadie Rodriguez-Hawkins, Senior Assistant Director  
Accounting Division

**SUBJECT: Chapter 25 - Payroll**

We have revised Chapter 25, Section 25.60, Garnishments and Wage Assignments, in the *State Administrative & Accounting Manual (SAAM)*.

To comply with the change to the Fair Labor Standards Act, we increased the Federal minimum wage to \$7.25 per hour in [Subsection 25.60.50](#). This change is effective July 24, 2009, and affects the exempt earning calculations for writs of garnishment. The worksheets have been updated to reflect this change.

**Please note:** This change affects wages paid on or after July 24, 2009, which means that the new exempt earning amounts must be used for the July 24<sup>th</sup> payday.

In effort to conserve resources and save paper, OFM is no longer providing paper copies. If you are maintaining a hardcopy manual, a link to the replacement pages is available on OFM's website at: <http://www.ofm.wa.gov/policy/replacement-pages.asp>.

The policies and procedures prescribed in SAAM are the minimum requirements that state agencies must meet. An agency may adopt more restrictive or detailed policies as long as the agency meets the required minimum standards.

We encourage you to use the online version of SAAM. All OFM directives, policies, technical corrections, and superseded policies are available at: <http://www.ofm.wa.gov/policy/default.asp>.

Questions regarding this revision and proper interpretation of payroll policies in Chapter 25 should be directed to Steve Nielson at (360) 725-0226, [steve.nielson@ofm.wa.gov](mailto:steve.nielson@ofm.wa.gov), or Steve Ketelsen at (360) 725-0222, [steven.ketelsen@ofm.wa.gov](mailto:steven.ketelsen@ofm.wa.gov).