

★ APPENDIX E

**RESPONSIBLE OFFICE FOR CLAIMS, ADVANCE DECISIONS,
REQUESTS FOR RELIEF OF LIABILITY AND WAIVERS**

FUNCTION	RESPONSIBLE OFFICE
CLAIMS	
Involving military members: 1. Pay 2. Allowances 3. Travel 4. Transportation 5. Retired Pay 6. Survivor benefits	Defense Office of Hearings and Appeals (DOHA) Claims Division P. O. Box 3656 Arlington, VA 22203 (703) 696-8524
By transportation carriers involving amounts collected from them for damage or loss of property shipped at Government expense	
Involving Federal civilian employees compensation and leave	Office of Personnel Management (OPM) Claims Adjudication Unit Office of General Counsel 1900 E Street, NW Washington, DC 20415 (202) 606-1700
Involving Federal civilian employees travel, transportation and relocation expenses and allowances	General Services Administration (GSA) Board of Contract Appeals (GSBCA) 18th and F Streets, NW Washington, DC 20405 (202) 501-0116
ADVANCE DECISIONS	
Regarding military members' pay, allowances, travel, transportation, retired pay, and survivor benefits	DoD General Counsel's Office (Draft opinions on advance decision requests will be prepared by DFAS Office of General Counsel and forwarded to DoD General Counsel)
On use of appropriated funds	Office of the General Counsel U.S. General Accounting Office Claims Division 441 G. Street NW Washington, DC 20548 (No phone number available)
Involving Federal civilian employees compensation and leave	Office of Personnel Management (OPM) Claims Adjudication Unit Office of General Counsel 1900 E Street, NW Washington, DC 20415 (202) 606-1700
Involving Federal civilian employees travel, transportation and relocation expenses and allowances	General Services Administration (GSA) Board of Contract Appeals (GSBCA) 18th and F Streets, NW Washington, DC 20405 (202) 501-0116
RELIEF OF LIABILITY	
Physical loss of funds and	Center Director or designee

FUNCTION	RESPONSIBLE OFFICE
Erroneous payments	or Director for Finance (when the accountable official operates from the DFAS Center)
WAIVER OF ERRONEOUS PAYMENT	
Pay and Allowances (includes military members and civilian employees)	Defense Office of Hearings and Appeals (DOHA) Claims Division P. O. Box 3656 Arlington, VA 22203 (703) 696-8524
Annuity Payments (includes military survivor annuity payments)	DFAS Director or Director's designee