



## Foreign Affairs Handbook

### 4 FAM – Financial Management

**Change Transmittal:** FIN-415

**Date:** June 21, 2012

---

## 4 FAM

### Changes

1. This Change Transmittal updates all Offices of Origin in this Handbook. This is a global administrative change.
2. If this issuance changes less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.1).
4. The office responsible for the material in this subchapter is RM/FPRA/FP. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

### Filing Instructions for Paper Copies

1. Remove and discard old subchapters:

4 FAM 010	FIN-363	10/4/04
4 FAM 020	FIN-364	10/4/04
4 FAM 030	FIN-384	6/19/09
4 FAM 050	FIN-356	11/30/95
4 FAM 110	FIN-370	2/17/05

4 FAM 340	FIN-351	4/30/95
4 FAM 350	FIN-351	4/30/95
4 FAM 360	FIN-374	7/1/05
4 FAM 390	FIN-372	4/29/05
4 FAM 420	FIN-364	9/5/03
4 FAM 430	FIN-352	5/30/95
4 FAM 490	FIN-379	6/28/06
4 FAM 510	FIN-365	10/4/04
4 FAM 610	FIN-360	9/6/02
4 FAM 810	FIN-367	12/7/04
4 FAM 830	FIN-368	12/16/04

Insert the new subchapters issued under 4 FAM CT (FIN-415; 06-21-2012).

2. After inserting the material in the binder, insert this change transmittal immediately following the CT Checklist, then fill in the entry line for CT:FIN-415, and initial.

### **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues;