

R947-1. Purpose: To define and outline the Commissioner's Office policy toward garnishments.

R947-2. References

- 2.1. Utah Code [§53B-1-106](#) (Appointment of Commissioner's Staff)
- 2.2. Policy and Procedures [R141](#), Duties of the Commissioner of Higher Education

R947-3. Definitions

- 3.1. **"Garnishment":** A legal proceeding imposed by a court of law upon the Commissioner's Office requiring payment to a third party of moneys earned by personnel.

R947-4. Policy

- 4.1. **Pay Held:** An individual's pay will be held upon receipt of a garnishment by the Commissioner's Office until a court order is issued indicating satisfaction of the indebtedness or until ordered to surrender the moneys to the court or its agent.
- 4.2. **Garnishments Avoided:** Garnishments or threats of garnishments are expensive to both the Commissioner's Office and the individual and should be avoided.
- 4.3. **Discharge:** The Commissioner's Office may not discharge any staff member because his/her earnings have been subjected to garnishment for any one indebtedness.

¹ Adopted July 19, 1983.