#### Department of Veterans Affairs M21-1, Part III, Subpart v

**Veterans Benefits Administration August 31, 2015**

**Washington, DC 20420**

#### Transmittal Sheet

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| Changes Included in This Revision | The table below describes the changes included in this revision of Veterans Benefits Manual M21-1, Part III, “General Claims Process,” Subpart v, “General Authorization Issues and Claimant Notification.”***Notes***: * Unless otherwise noted, the term “claims folder” refers to the official, numbered, Department of Veterans Affairs (VA) repository – whether paper or electronic – for all documentation relating to claims that a Veteran and/or his/her survivors file with VA.
* Minor editorial changes have also been made to
* update incorrect or obsolete references
* update obsolete terminology, where appropriate,
* replace regional office of jurisdiction (ROJ) with station of origination (SOO), where appropriate, and
* bring the document into conformance with M21-1 standards.
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| Reason(s) for the Change | Citation |
| * To add guidance that a Veteran may use means other than *VA Form 21-8941, Notice of Waiver of VA Compensation to Receive Military Pay and Allowances*, to submit a waiver of drill pay as long as his/her intent is clear and the required information is provided, including the fiscal year, number of training days, the Veteran’s signature, and the Veteran’s unit commander’s signature if the Veteran reports fewer training days than what the Hines Information Technology Center (ITC) printed on the related *VA Form 21-8941*.
* To add guidance that Intent to File (ITF) rules do not apply to VA Form 21-8951.
* To add references for information on
* data the Hines ITC provides for each Veteran on *VA Form 21-8951*, and
* the rules and characteristics of an ITF.
 | M21-1, Part III, Subpart v, Chapter 4, Section C, Topic 3, Block a(III.v.4.C.3.a) |
| * To include guidance in Step 6 of the step/action table that telephone contact cannot be accepted as a substitute for written notice of proposed adverse action.
* To provide references to information on
* procedural due process and appellate rights, 38 CFR 3.103, and
* required elements for notice of proposed adverse action, I.2.B.2.a.
 | III.v.4.C.3.d |
| To replace the February 2015 version date of *VA Form 21-8951* in Step 2 of the step/action table with December 2014 to accurately reflect the version date of the form from which the need to provide a notice of proposed adverse action before reducing the Veteran’s award is eliminated.  | III.v.4.C.4.e |
| To replace the February 2015 version date of *VA Form 21-8951* in Steps 5 and 17 of the step/action table with December 2014 to accurately reflect the version date of the form from which the need to provide a notice of proposed adverse action before reducing the Veteran’s award is eliminated. | III.v.4.C.4.f |
| To replace the February 2015 version date of *VA Form 21-8951* with December 2014 to accurately reflect the version date of the form from which the need to provide a notice of proposed adverse action before reducing the Veteran’s award is eliminated. | III.v.4.C.7.g |

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| Rescissions | None |

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| Authority | By Direction of the Under Secretary for Benefits |

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| Signature | Thomas J. Murphy, DirectorCompensation Service |

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