



F.Y.I.

from the Policy Unit

FYI-011

Date 02-01-2012

SUBJECT: Setting up the Debts to go to Germany

Please contact the Policy Unit if you have any questions regarding these or any other changes at
[GEARUP>DCSE Collaboration – Teams>Policy Questions](#) or 602-771-8127
The IV-D PARTNERS should send POLICY inquiries directly to DCSE-POLICYQUESTIONS@azdes.gov

Before setting up the debt(s) where the payments are to be sent to Germany, staff must go to the **INCM (Intergovernmental Case Maintenance)** screen to obtain the **Intergovt Case Number** for Germany.

1) Case numbers that begin with “**AUG**” will be sent to the following address:

Bundesamt für Justiz
Zentrale Behörde
53094 Bonn
Germany

This address is found on the **DEMA (Destination Maintenance)** screen under the FIPS Code 80 276 Destination 02.

2) Case numbers beginning with “**P**” will be sent to the following address:

Deutsches Institut für Jugendhilfe und Familienrecht (DIJuF) e.V.
P.O. Box 102020
69115 Heidelberg
Germany

This address is found on the DEMA screen under the FIPS Code 80 276 Destination 03.

*****The FIPS code 80 276 01 must be used when initiating cases to Germany.**

DCSE staff are urged to view this information directly on GEARUP and not create a separate personal file. You will find this Policy FYI on GEARUP via this file path: [DOCUMENTS>PPU’S>Policy FYI](#). Click on the Policy FYI folder to view a list of Policy FYI notices.