

Department of the Interior Departmental Manual

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Series: Organization

Part 111: Insular and International Affairs

Chapter 1: Office of the Assistant Secretary – Insular and International Affairs

Originating Office: Office of Assistant Secretary – Insular and International Affairs

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1.1 **General.** The Assistant Secretary – Insular and International Affairs (AS-IIA) discharges the authority of the Secretary for matters related to U.S. territories and freely associated states; oversees and coordinates the Department’s international activities, and implementation and coordination of ocean, Great Lakes, and coastal policy.

1.2 **Responsibilities.** The AS-IIA carries out responsibilities assigned to the office and oversees the Senior Ocean Policy Team; Ocean, Great Lakes and Coastal Program; and the following offices. (An organizational chart is attached.)

A. Director, Office of Insular Affairs, oversees the divisions of Policy; Budget and Grants Management; and Technical Assistance. The Director also oversees employees in field locations that include American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, the U.S. Virgin Islands, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

B. Director, Office of International Affairs, oversees the Divisions of Policy, Technical Assistance, and Passport and Visa Operations.

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Office of the Assistant Secretary – Insular and International Affairs

