

# DEPARTMENTAL MANUAL



## TRANSMITTAL SHEET

PART 112 DM 1	SUBJECT ORGANIZATION Policy, Management and Budget Office of the Assistant Secretary – Policy, Management and Budget	RELEASE NUMBER 5004
FOR FURTHER INFORMATION, CONTACT Office of the Assistant Secretary – Policy, Management and Budget		DATE May 16, 2019

### **EXPLANATION OF MATERIAL TRANSMITTED:**

This Departmental Manual Release updates the functional description and organization chart for the Office of the Assistant Secretary – Policy, Management and Budget (112 DM 1). The updates include the following.

#### Deputy Assistant Secretary – Policy and Environmental Management

The Deputy Assistant Secretary – Policy and International Affairs position is retitled Deputy Assistant Secretary – Policy and Environmental Management. The Office of Planning and Performance Management previously under the Deputy Assistant Secretary – Budget Finance, Performance and Acquisition is realigned under the Deputy Assistant Secretary – Policy and Environmental Management. The Office of International Affairs is realigned under the Assistant Secretary – Insular and International Affairs (authorized in SO 3361 Renaming and Restructuring the Office of the Assistant Secretary – Insular Areas, dated February 1, 2018).

#### Deputy Assistant Secretary – Budget, Finance, Grants and Acquisition

The Deputy Assistant Secretary – Budget, Finance, Performance and Acquisition position is retitled Deputy Assistant Secretary – Budget, Finance, Grants and Acquisition with oversight responsibility to include the new Office of Grants Management. (The grants management activities were previously in the Office of Acquisition and Property Management).

#### Deputy Assistant Secretary – Administrative Services

The Deputy Assistant Secretary – Technology, Information, and Business Services position is retitled Deputy Assistant Secretary – Administrative Services. The Office of Valuation Services is retitled Appraisal and Valuation Services Office (authorized in SO 3366 Consolidation of the Office of Appraisal Services and the Office of Valuation Services into the Appraisal and Valuation Services Offices, dated March 19, 2018).

#### Deputy Assistant Secretary – Human Capital and Diversity

The Office of Human Resources is retitled Office of Human Capital.

Director, Office of Natural Resources Revenue

The Deputy Assistant Secretary – Natural Resources Revenue Management position is abolished.  
The Director, Office of Natural Resources Revenue reports to the AS – PMB and headquarters for the Office of Natural Resources Revenue is relocated from Washington, DC to Denver, CO.

Office of the Chief Information Officer and Office of Civil Rights

The organization chart for the Office of the Assistant Secretary – Policy, Management is updated to include repositioning the Office of the Chief Information Officer and Office of Civil Rights as direct reports to the Secretary that receive administrative support and guidance from the Assistant Secretary – Policy, Management and Budget.



Senior Advisor to the Secretary

Exercising the Authority of the Assistant Secretary for Policy, Management and Budget

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FILING INSTRUCTIONS:

Remove:

112 DM 1 (2 Sheets)

Insert:

112 DM 1 (2 Sheets)