

# Department of the Interior Departmental Manual

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**Effective Date:** 8/22/01

**Series:** Delegation Series

**Part 200:** General Provisions

**Chapter 2:** Redefinition of Authority

**Originating Office:** Office of Planning and Performance Management

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## **200 DM 2**

### **2.1 Policy.**

A. Authority should be delegated to the lowest levels in the organization to better address issues and strengthen communications.

B. Generally, in determining the extent to which authority should be redelegated, consideration should be given to the existence and adequacy of policy and program guides; the need for centralized operations in the interests of efficiency, security, or financial control; the presence of trained personnel or specialized facilities where the authority is to be exercised; or the necessity of coordinating programs on a bureau wide, Departmental, or interagency basis.

**2.2 General Provisions on Redefinition.** Any officer or employee to whom authority is delegated in the Delegation (200) Series may; in writing, redelegate or authorize written redelegation of such authority, unless redelegation of authority is specifically prohibited or is limited.

**2.3 Issuance of Redefinitions.** Redefinitions of authority made by Assistant Secretaries will be issued as prescribed in 200 DM 3. Redefinitions of authority within a bureau or office will be issued as part of the bureau or office directives system. Similar procedures should be followed by offices that issue redelegations of authority and do not have any formal directives system. Redefinitions should be prepared using position titles rather than names of individuals.

**2.4 Publication of Redefinitions.** If the initial delegation of authority was published in the Federal Register after the effective date of the Freedom of Information Act (5 U.S.C. 552) - July 24, 1967 - any redelegation of such authority should also be published in the Federal Register (200 DM 1.10)

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Replaces 10/16/84 #2600