

DEPARTMENTAL MANUAL



TRANSMITTAL SHEET

PART 212 DM 15	SUBJECT DELEGATION Policy, Management and Budget Director, Office of Human Resources	RELEASE NUMBER No 3 9 6 6
FOR FURTHER INFORMATION, CONTACT Office of Human Resources		DATE MAY 10 2013

EXPLANATION OF MATERIAL TRANSMITTED:

This Departmental Manual Release updates the delegation of authority for the Director, Office of Human Resources (212 DM 15). The revisions include the following:

-Updating and replacing the term "Personnel" with "Human Resources", e.g. Director of Personnel is changed to "Director, Office of Human Resources", etc..

-Removing references to the general administrative authorities, as program management and general administrative authorities delegated to office directors under the Assistant Secretary – Policy. Management and Budget are described in 212 DM 1.

-Incorporating the authority reserved to the Director, Office of Human Resources that was previously described in 212 DM 14. (The Division of Personnel Services (112 DM 14) no longer exists and the functions performed by the division are currently performed under an Agreement with the Bureau of Safety and Environmental Enforcement (BSEE). While authority to perform the human resources operational activities are currently exercised by the Human Resources Officer in BSEE, the Director, Office of Human Resources retains the right to exercise those authorities, if necessary and/or when needed. DM chapters 112 DM 14 and 212 DM 14 will be removed and archived upon approval of the update to 212 DM 15.

Assistant Secretary – Policy, Management and Budget

FILING INSTRUCTIONS:

Remove:

212 DM 15
(1 sheet)

Insert:

212 DM 15
(1 Sheet)