

Department of the Interior Departmental Manual

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Series: Departmental Management

Part 304: Relationships with Outside Agencies

Chapter 4: Federal Executive Boards and Associations

Originating Office: Office of the Secretary

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4.1 Purpose. Federal Executive Boards (FEBs) were established by direction of the President in a memorandum to heads of departments and agencies dated November 10, 1961. In 1969 and 1970, Presidential directives increased the number of Boards to 25 and program direction was vested in the Office of Management and Budget (OMB). Their purpose is to: carry out major administration themes such as assist consumers and minority businessmen; implement other Presidential initiatives as assigned by OMB; provide more effective information interchange between Washington headquarters and the field; increase communications across agency lines and decrease the number of interagency conflicts referred to Washington for resolution; encourage cooperation among Federal agencies, state and local governments in specific projects; improve the delivery of Federal services to the public; and improve Federal management through sharing of resources and cutting costs. A list of FEBs is attached as Appendix 1.

4.2 Program Management. The Secretary's Special Assistant for Field Coordination is designated as the official to serve as a point of contact with the Office of Management and Budget and as the Departmental manager for the Federal Executive Board program. The Field Special Assistants to the Secretary will direct and coordinate all Interior FEB participation within their respective Regions.

4.3 FEB Representatives. All senior Interior officials located in or near FEB metropolitan areas, whose supervisors are not also located in such areas, are automatically designated as Departmental FEB Representatives by virtue of their positions. Participation in FEB activities by such officials is mandatory. It is the responsibility of the Field Special Assistants to ensure that all such officials are aware of their designation as representatives to the FEBs. If there is a question as to whether the position of a specific official qualifies for FEB representative status, the Field Special Assistants will decide. FEB Representatives may designate alternates. Officials so designated should be ranking members of the senior official's staff. Other employees may be designated by FEB Representatives to serve on specific FEB Committees where appropriate.

4.4 Federal Executive Associations. Federal Executive Associations exist in a number of smaller metropolitan areas without Federal Executive Boards. These associations are used as a direct channel of communication on high priority national programs of interests to the field

executive and to stimulate cooperation on Presidential programs. Interior field managers are encouraged to become actively engaged in association activities where geographic location permits. The Special Assistant to the Secretary for Field Coordination is designated as Departmental Coordinator for Federal Executive Association activities.

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Appendix 1

List of Federal Executive Boards

Albuquerque, New Mexico
Atlanta, Georgia
Baltimore, Maryland
Boston, Massachusetts
Buffalo, New York
Chicago, Illinois
Cincinnati, Ohio
Cleveland, Ohio
Dallas, Texas
Denver, Colorado
Detroit, Michigan
Honolulu, Hawaii
Kansas City, Missouri
Los Angeles, California
Miami, Florida
Newark, New Jersey
New Orleans, Louisiana
New York, New York
Philadelphia, Pennsylvania
Pittsburgh, Pennsylvania
Portland, Oregon
San Francisco, California
Seattle, Washington
St. Louis, Missouri
Twin Cities, Minnesota

NOTE: Interior bureaus represented on the Portland FEB and the Twin Cities FEB provide funds and personnel ceilings for secretarial and administrative assistance to the Chairmen of these Boards.

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