

ORDER NO. 3180

SIGNATURE DATE: April 28, 1994

**Subject: Delegation of Authority to Certain Offices Within the
Office of the Secretary**

Sec. 1 **Purpose.** The purpose of this Order is to delegate appropriate program management and administrative authority to Offices within the Office of the Secretary. Nothing in this Order should be interpreted as withdrawing or eliminating any delegation previously issued in the Departmental Manual. This Order supersedes Secretary's Order 3167, Delegation of Authority for Travel and Transportation.

Sec. 2 **Authority.** This Order is issued under the authority of Section 2 of Reorganization Plan No. 3 of 1950 (64 Stat. 1262).

Sec. 3 **Authorities to Be Delegated.**

a. All program management authority necessary to carry out the functions of the position.

b. All administrative authorities necessary to carry out the functions of the position, including but not limited to the following:

- (1) Attendance at Meetings and Acceptance of Contributions, as described in 205 DM 2.
- (2) Advertising, as described in 205 DM 5.1.
- (3) Library Books, Subscriptions and Memberships, as described in 205 DM 5.3.
- (4) Long Distance Telephone Calls, as described in 205 DM 5.4.
- (5) Economy Act, as described in 205 DM 5.6.
- (6) Certification of Time and Attendance Reports, as described in 205 DM 6.2
- (7) Travel and Transportation, as described in 205 DM 15.

Sec. 4 **Delegation of Authority.** The authorities in Section 3 are hereby delegated through the existing supervisory chain to the following:

- a. The Director, Office of Regulatory Affairs.
- b. The Director, Office of Communications.
- c. The Director, Office of Congressional and Intergovernmental Affairs.
- d. The Director, Executive Secretariat.
- e. The Director of Operations.
- f. The Director of Fiscal Resources.

g. Office Directors within the Office of the Assistant Secretary - Policy, Management and Budget.

h. Chiefs of the Ethics Staff, the Drug Program Coordination Staff and the Division of Personnel Services.

Sec. 5 Limitations.

a. This delegation of authority is subject to all limitations contained in 205 DM 2, 5, 6, and 15.

b. The supervisor of any official listed in Section 4 above may limit or restrict the authority of that official to exercise any of these delegations.

Sec. 6 Redelegations. Except where redelegation is prohibited by statute, Executive Order, or limitations established by other competent authority, the authorities delegated in this Order may be redelegated.

Sec. 7 Effective Date. This Order is effective immediately. The provisions of the Order will remain in effect until converted to the Departmental Manual or until the Order is amended, superseded, or revoked, whichever occurs first. In the absence of the foregoing actions, the provisions of this Order will terminate and be considered obsolete on December 31, 1995.

/s/ Bruce Babbitt
Secretary of the Interior

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