

ORDER NO. 3229

SIGNATURE DATE: June 5, 2001

**Subject:** Delegation of Personnel Management Authority

**Sec. 1 Purpose.** This Order delegates Secretarial authority for Senior Executive Service (SES) personnel management to the Inspector General (IG).

**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 Delegation of Authority.** Subject to Sections 4 and 5 of this Order, the Secretary's personnel management authority regarding SES positions in the Office of Inspector General (OIG) of the Department of the Interior is hereby delegated to the IG.

**Sec. 4 Limitation.** This delegation does not include authority to suspend or remove SES members for conduct reasons. Such suspensions and removals will be initiated only by the Secretary with the concurrence of the IG.

**Sec. 5 Implementation.**

a. The IG will forward requests for SES allocations to the Secretary and notify the Department's Office of Personnel Policy of the request. Once the spaces have been allocated, the IG will determine how the spaces will be used and will convene an Executive Resources Board (ERB) to determine which candidate(s) to submit to the Office of Personnel Management (OPM) for SES positions.

b. The OIG will follow OPM policy and guidance in awarding SES performance awards and pay rate increases utilizing its own ERB. The OIG will have a separate SES bonus pool, and will not exceed the percentage established by OPM guidelines. The OIG will report all approved SES performance awards and pay rate increases to the Department's Office of Personnel Policy.

c. The OIG will convene an independent Board to review its nominations for Presidential Rank Awards. OIG nominees will be submitted to the Secretary of the Interior for approval in accordance with OPM guidance. The OIG will submit a copy of its nominations to the Department's Office of Personnel Policy.

d. The IG has authority to remove SES members for performance reasons.

**Sec. 6 Policy Development.** The IG will develop and implement policies and procedures in a manner consistent with this Order, applicable laws, and OPM regulations.

**Sec. 7 Expiration Date.** This Order is effective immediately. It will remain in effect until its

provisions are amended or revoked by the Secretary of the Interior.

/s/ Gale A. Norton  
Secretary of the Interior

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