

ORDER NO. 3233

SIGNATURE DATE: October 26, 2001

**Subject:** Organizational Changes in the Office of the Assistant Secretary - Policy, Management and Budget

**Sec. 1 Purpose.** This Order establishes two new Deputy Assistant Secretary positions; combines the responsibilities of two Deputy Assistant Secretaries, thereby abolishing one Deputy Assistant Secretary position; and realigns certain offices under the Assistant Secretary - Policy, Management and Budget.

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

**Sec. 3 Organizational Changes.**

a. The positions of Deputy Assistant Secretary - Human Resources and Deputy Assistant Secretary - Workforce Diversity are combined into one position titled Deputy Assistant Secretary - Human Resources and Workforce Diversity. The position of Deputy Assistant Secretary - Human Resources is abolished. The Offices of Personnel Policy, Educational Partnerships, Equal Opportunity, and the Ethics Staff are realigned under the Deputy Assistant Secretary - Human Resources and Workforce Diversity.

b. A new position, Deputy Assistant Secretary - Performance and Management is established with responsibility for a new Office of Collaborative Action and Dispute Resolution and the new Centers for Contracting and Competitive Sourcing Excellence. The Offices of Planning and Performance Management and Hearings and Appeals are realigned under this new position.

c. The Deputy Assistant Secretary - Budget and Finance is responsible for the Office of Financial Management and the Office of Budget. The Office of Acquisition and Property Management and the National Business Center are realigned under this Deputy Assistant Secretary and the Office of Aircraft Services is realigned under the National Business Center.

d. The position of Director of Administration/Senior Procurement Executive is abolished and the responsibilities of the Senior Procurement Executive are reassigned to the Director, Office of Acquisition and Property Management.

e. The Deputy Assistant Secretary - Policy and International Affairs is responsible for the Offices of Environmental Policy and Compliance, Insular Affairs, Managing Risk and Public Safety, and Policy Analysis.

f. A new position, Deputy Assistant Secretary - Law Enforcement and Security is established under the Assistant Secretary - Policy, Management and Budget. Details on the

office reporting to this position are contained in Secretary's Order No. 3234.

g. The Office of Small and Disadvantaged Business Utilization reports to the Assistant Secretary - Policy, Management and Budget and receives administrative guidance and support from the Deputy Assistant Secretary - Budget and Finance.

h. The Office of the Chief Information Officer reports to the Secretary and receives administrative guidance and support from the Assistant Secretary - Policy, Management and Budget.

**Sec. 4 Implementation.** The Assistant Secretary - Policy, Management and Budget is responsible for effecting the transfer of personnel, funds, and property to implement the provisions of this Order.

**Sec. 5 Delegations of Authorities.** The Deputy Assistant Secretaries reporting to the Assistant Secretary - Policy, Management and Budget are authorized to exercise all of the authorities of the Assistant Secretary to carry out the responsibilities of the functions they oversee.

**Sec. 6 Expiration Date.** This Order is effective immediately. It will remain in effect until its provisions are converted to the Departmental Manual or until it is amended, superseded or revoked, whichever occurs first. In the absence of any of the foregoing actions, the provisions of this Order will terminate and be considered obsolete on October 1, 2002.

/s/ Gale A. Norton  
Secretary of the Interior

SO#3233 10/26/01