OST DIRECTIVES TRANSMITTAL SHEET

(Modified DI -416)

DOCUMENT IDENTIFICATION NUMBER	Subject	RELEASE NUMBER
500 DS 4	Delegation of Authority to Program Analyst, Probate	14-27
FOR FURTHER INFORMATION		**DATE**
Deputy Special Trustee - Trust Services		NOV 18 2014

EXPLANATION OF MATERIAL TRANSMITTED:

This Chapter provides for delegation of authority from the Deputy Special Trustee – Trust Services as provided in **210 DM 26 and related DM Chapters** to the position of Program Analyst, Probate.

Douglas A. Lords, Deputy Special Trustee
Trust Services

FILING INSTRUCTIONS:

Remove: 900 OM 21

Insert: 500 DS 4

1.1 Purpose. This Chapter provides delegation of authority from the Deputy Special Trustee – Trust Services as provided in **210 DM 26** to the position of Program Analyst, Probate. This delegation provides for programmatic functions necessary to provide for increased beneficiary trust services and to fulfill the responsibilities for the functions, programs and activities assigned to the organizational unit.

1.2 Scope. This Chapter applies to the position of Program Analyst, Probate by the delegated authority of the Deputy Special Trustee – Trust Services.

1.3 Policy. It is the policy of the Office the Special Trustee for American Indians (OST) to issue Delegations of Authority to appropriate positions within OST. Each delegation is issued in strict compliance with the provisions set forth in the Departmental Manual (DM). This delegation is authorized with consideration given to the:

A. Need for efficiency of operations.

B. Availability of trained staff.

C. Need to coordinate programs on an agency-wide basis.

1.4 Authority to Delegation.

A. Organization, Office of the Special Trustee for American Indians in **110 DM 26**.

B. Delegation of Authority to the Secretary of the Interior, General Provisions in **200 DM 1**.

C. Delegations, Special Trustee for American Indians and the Principal Deputy Special Trustee in **209 DM 11** to exercise all of the authority of the Secretary, subject to the limitations in **200 DM 1**, relating to the trust responsibilities enumerated by Congress in Chapter 42 of Title 25 of the U.S. Code – American Indian Trust Fund Management Reform, Subchapters I & II **(25 U.S.C. § 4011 - 4029)**.

D. Delegation, Heads of offices¸ including the Deputy Special Trustees within OST in **210 DM 26** to account for the daily and annual balance of all funds held in trust by the United States for the benefit of an Indian tribe or an individual Indian that are deposited or invested pursuant to the Act of June 24, 1938 **(25 U.S.C. 162a)**.

E. No power to divest responsibilities when delegated to another position within the organization as set forth in **200 DM 1.9**.

1.5 Delegation of Program Authority. This delegation provides for the authority to account for the daily and annual balance of funds, held in trust by the United States for the benefit of an Indian tribe or individual Indian, and which are deposited pursuant to the Act of June 24, 1938 (25 U.S.C. 162a). Specific authority delegated by the Deputy Special Trustee – Trust Services to the position of Program Analyst, Probate includes the following:

A. Authorize disbursements and transfers for the purposes of probate, tribal, and/or individual Indian trust funds.

B. Perform accounting activities that properly record funds disbursed for the purpose of probate.

1.6 Limitations. The delegation is limited to the trust program authority specifically related to the functions and responsibilities assigned to the Deputy Special Trustee – Trust Services and subject to the limitations in **200 DM 1**. Specifically, this delegation limits disbursement and transfer authority for purposes of disbursement and transfer of probate, tribal, and/or individual Indian trust funds: Not to exceed $999,999.99.

1.7 Effect of Delegation. This delegation does not divest the power of the Deputy Special Trustee – Trust Services to exercise the authority stated in **paragraph 1.5**, nor does the delegation relieve the Deputy Special Trustee – Trust Services of the responsibility for action taken pursuant to the delegation **(200 DM 1.9).**

1.8 Authority for Redelegation. No other form of redelegation is authorized. The authority delegated by this directive shall not be redelegated without the prior approval of the Deputy Special Trustee – Trust Services.

1.9 Expiration Date. This delegation of authority will remain in effect until amended, superseded or revoked.