



THE SECRETARY OF THE INTERIOR
WASHINGTON

ORDER NO. 3361

Subject: Renaming and Restructuring the Office of the Assistant Secretary – Insular Areas

Sec. 1 Purpose. The purpose of this Order is to rename the Office and position title of the Assistant Secretary – Insular Areas to Assistant Secretary – Insular and International Affairs and realign the Office of International Affairs and Ocean, Great Lakes and Coastal Team from the Office of the Assistant Secretary – Policy, Management and Budget to the Office of the Assistant Secretary – Insular and International Affairs. The realignment centralizes certain parts of the Department’s broader policy activities that involve areas outside the Continental United States.

Sec. 2 Background. This Order realigns functions funded within the Leadership and Administration activity of the Departmental Operations appropriation and shifts responsibility for two activities: International Affairs, and Ocean, Great Lakes and Coastal Resources, currently managed within the Office of the Assistant Secretary – Policy, Management and Budget, to the Office of the Assistant Secretary – Insular Areas. The Department is renaming the Assistant Secretary – Insular Areas position to Assistant Secretary – Insular and International Affairs to reflect the expanded portfolio. This Order centralizes the Department’s broader policy activities involving areas outside of the Continental United States. The Assistant Secretary – Insular and International Affairs continues to promote the economic, social, and political development of the United States-affiliated insular areas to enhance self-government and accountability. These activities are carried out in close coordination with the defense and foreign policies of the United States which provides an important nexus with the Department's Office of International Affairs.

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

Sec. 4 Organizational Changes.

a. Assistant Secretary – Insular and International Affairs. The title of the position of the Assistant Secretary – Insular Areas is renamed Assistant Secretary – Insular and International Affairs.

b. Office of International Affairs. The Office of International Affairs under the Deputy Assistant Secretary – Policy and International Affairs in the Office of the Assistant Secretary – Policy, Management and Budget, with its responsibilities and functions, is realigned under the Assistant Secretary – Insular and International Affairs. The Office is headed by a Director who reports to the Assistant Secretary – Insular and International Affairs and includes the following: Policy Division, Technical Assistance Division, and Passport and Visa Operations Division. The Office of International Affairs coordinates engagement on the

Department's responsibilities that extend beyond the borders of the United States and coordinates regularly with international counterparts on management and protection of resources; preparation for and response to natural disasters; scientific research; and the needs and interests of federally recognized tribes. The Office continues to support the Secretary and other senior Departmental officials on relations of strategic importance in coordination with the State Department and the White House. The Office approves and tracks foreign travel for all Departmental employees and processes official passport and visa transactions.

c. Ocean, Great Lakes and Coastal Activities Program. The Ocean, Great Lakes and Coastal Team in the Office of Policy Analysis under the Deputy Assistant Secretary – Policy and International Affairs in the Office of the Assistant Secretary – Policy, Management and Budget is renamed Ocean, Great Lakes and Coastal Activities Program and realigned under the Assistant Secretary – Insular and International Affairs. The Program is headed by a Program Coordinator who reports to the Assistant Secretary – Insular and International Affairs. The Assistant Secretary – Insular and International Affairs has primary authority over all coral reef-related activities overseen by the Ocean, Great Lakes and Coastal Activities Program.

d. Deputy Assistant Secretary – Policy and Environmental Management. The title of the Deputy Assistant Secretary – Policy and International Affairs is renamed Deputy Assistant Secretary – Policy and Environmental Management (in the office of the Assistant Secretary – Policy, Management and Budget).

Sec. 5 Implementation. The Assistant Secretary – Policy, Management and Budget and the Assistant Secretary – Insular and International Affairs are responsible for implementing this Order, including revision of relevant chapters of the Departmental Manual and the transfer of personnel, funds, programs, records, and property.

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 the Order is amended, superseded, or revoked, whichever occurs first.

A handwritten signature in blue ink, appearing to read 'D. G. ...', is written over a light blue rectangular background.

Secretary of the Interior

Date: **FEB 01 2018**