



**U· S· DEPARTMENT OF THE INTERIOR
OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT
DIRECTIVES SYSTEM**

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DELEGATIONS OF AUTHORITY

DIRECTIVE OPM-5

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- e. **To Use This Document.** Locate the subject alphabetically in either the Table of Contents or Index. The Table of Contents reflects categorization of delegations by OSM's business lines. Locate the page indicated for the item you selected. The box marked with an "X" and/or acronym shows which management level(s) has/have that authority for their respective jurisdictions, and does NOT imply a sequential chain of approval levels. In some cases the designation indicates a capacity of a required position instead of a delegated authority, i.e., Chief Financial Officer. The "OTH" column indicates further redelegations made by these management officials. Management levels to the left of any "X" hold the same authority for their respective jurisdictions unless the box(es) are shaded. Shading implies the authority for a specific item resides ONLY for the levels checked, and that redelegation is either not permitted or not applicable for that item. Acronyms/Letters in boxes indicate specific redelegations made, i.e., an A, M, or W in the FOD or DC column indicates FODs or division chiefs only in ARCC, Mid Continent, or WRCC respectively, while PSDW in the OTH column indicates the Program Support Division in WRCC. Another example is an ADF in the DC column indicates division chiefs under the ADF have been redelegated that authority, etc.. Acronyms used in this document are:

ADF=Asst. Director, Finance & Administration
 ADP=Asst. Director, Program Support
 APO=Accountable Property Officer
 ASD=Administrative Support Division
 ASH=Team Leader in Ashland KY
 ASLM=Asst. Secretary, Lands and Minerals Management
 CAVS=Chief, Applicant Violator System in Lexington
 CDCM=Chief, Division of Compliance Management
 CISM=Chief, Information Systems Management
 CTS=Chief, Technical Support in HQ
 CTT=Chief, Technical Training in HQ
 D=Director
 DC=Division Chief
 DD=Deputy Director
 DFM=Division of Financial Management
 FOD=Field Office Directors and the corresponding positions in the Coordinating Centers.
 HAO=Headquarters Administrative Office
 HPO=Headquarters Personnel Office
 KFO=Knoxville Field Office
 OC=Office of Communications
 OTH=Other which are specifically identified by acronym in the specific boxes
 PSD=Program Support Division
 RD=Regional Director
 SOH=Staff Office Heads in Headquarters
 SUP=Supervisors, which includes all management levels identified in the boxes to the left
 WB=Team Leader in Wilkes-Barre, PA

INTRODUCTION

1. **Purpose.** This directive identifies delegations of authority within the Office of Surface Mining Reclamation and Enforcement, and key designations for certain areas required by law. Top level officials designated in this document are responsible for further delegating these authorities within their jurisdictions to the lowest practical level of the workforce unless redelegation is specifically restricted. The purpose of any redelegation is to improve operating effectiveness and efficiencies through teamwork and employee empowerment.
2. **Definitions.** None.
3. **Policy.**
 - a. **General Provisions on Redelegation.** Any management official to whom authority is delegated may redelegate that authority in writing unless redelegation of authority is specifically prohibited or limited. Copies of redelegations must be sent to offices which may be affected by such redelegation. Also, unless specifically excluded, all management officials have the same authority as their subordinates. Except for those procedures reserved to Departmental officials set out in DM Sections 200 and 216, the Director, OSM, exercises the authority of the Secretary of the Interior with respect to the Surface Mining Control and Reclamation Act (SMCRA) of 1977 and its amendments. Additionally, the Director retains authority to: establish Agency-wide policy, initiate 30 CFR Part 733 actions, and to propose promulgation of Agency-wide regulations.
 - b. **Effect of Delegation.** An employee who delegates or redelegates authority does not take from himself or herself the power to exercise that authority, nor does such action relieve him or her of the responsibility for action taken pursuant to the delegation.
 - c. **Exercise of Authority.** - An employee who is delegated or redelegated authority to make a decision must exercise that authority consistent with established statutory, regulatory and procedural requirements. Employees should become familiar with all applicable requirements of an authority before executing it.
 - d. **"Acting" Designations.** When designating an individual as "Acting," the individual will have the same authority as the one delegating unless restricted in writing at the time of the delegation.

References include:

CFR=Code of Federal Regulations
CG=Comptroller General
DM=Departmental Manual
DOJ=Department of Justice
FAR=Federal Acquisition Regulation
FTR=Federal Travel Regulation
GPO=Government Printing Office
HRM=Human Resources Management
OPM=Office of Personnel Management
U.S.C.=United States Code

Citations and references included after the delegations are primarily meant to direct the reader to more details regarding the requirements or procedures for an item, and not necessarily to cite why a certain level of management has that authority.

4. **Reporting Requirements.** Proposed changes to this document should be submitted to the AD,F&A through the appropriate AD/RD.
5. **References.** Surface Mining Control and Reclamation Act and its regulations; Departmental Manual; Secretarial and Presidential Executive Orders; and any other statute or agency regulation which affects the Executive Branch and may impact the delegations in this directive.
6. **Effect on Other Documents.** Supersedes OPM-5, dated October 5, 1990, and all subsequent "Change Notices."
7. **Effective Date.** Upon issuance.
8. **Contact.** Deputy Director, (202) 208-2807.
9. **Keyword.** Delegations.
10. **Appendices.** None.

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
iii.	Approve individual and group Awards up to \$2,500 (includes STAR; Productivity Improvement; and both nominal and significant value Non-Monetary Recognition)			X	X	X	X	X	
iv.	Approve individual and group Awards from \$2,501 up to \$3,500 (includes STAR and Productivity Improvement) NOTE: Requires two levels of signatures.			X	X	X			
v.	Approve individual Awards from \$3,501 up to \$5,000 and groups from \$3,501 up to \$10,000, Approve STAR and Productivity Improvement, Concur in Interior Innovation and Invention /Patent Awards.		X						
c.	Outside Awards								
i.	Concur in Arthur S. Flemming; Executive Excellence; Federal Engineer of the Year; Federal Environmental Engineer; Federal Technology Leadership; GEICO Public Service; Roger W. Wise; William T. Pecora; WISE awards and other outside awards.		X						
3.	Budget Resources and Accountability								
a.	Allot fund responsibility with legal sanctions as a consequence of appropriation; authority to suballot fund responsibility with legal sanctions as a consequence of allotments. (CFO Act of 1990, DM 328)	X							
b.	Request apportionments and reapportionments (DI 521's and SF 132's) from the Office of Management and Budget, and Warrants of Appropriations from Treasury.	X							
c.	Issue official budget suballotments of appropriated funds.		X						
d.	Approve and issue position allocations to subordinate units.		X	X	X	X			

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
e.	Serves as OSM's Chief Financial Officer and Chief Information Officer (Chief Financial Officer Act and Information Technology Management Reform Act)		X						
f.	Authority to reallocate funds among object classes.			X	X	X		ADF	
g.	Authorize commitments for funds prior to obligation.			X	X	X	X	X	CTT
4.	Certification/Collection								
a.	Designate and revoke certifying officers. (31 U.S.C. 82(b))			X					DFM
b.	Designate collection officers. (205 DM 6.7)			X					DFM
5.	Classification (5 CFR 511)								
a.	Classify positions GS-15 and below.			X					HPO
b.	Classify, in coordination with the Department, Schedule C and SES level positions.			X					HPO
6.	Documents								
a.	Sign documents (correspondence, directives, etc.) that set or interpret policy, make major commitments on behalf of OSM, or respond to Members of Congress, Governors, Cabinet Officials, Cabinet Councils, White House Task Forces, and other Federal, State, and Tribal officials of rank equal or greater than the Director.	X							
b.	Sign documents (correspondence, manuals, etc.) that apply established policy or relate to operations, including operational commitments on behalf of the agency, that affect only their Directorate or field units under their jurisdiction. This includes State correspondence addressed specifically to OSM Officials.			X	X	X	X	W, ADF	
c.	Sign Congressionals addressed specifically to OSM Officials.			X	X	X	X		

AREAS OF RESPONSIBILITY									
D	DD	ADF	ADP	RD	FOD	DC	OTH		
		X					HAO		
d. Establish requirements and procedures for development and issuance of Agency Directives.									
7. Employment (5 CFR 300)									
a. Approve requests for personnel actions (SF-52's) for Schedule C and SES level positions. (AD, F&A processes SF-50's*)	X						*HPO		
b. Approve requests for personnel actions (SF-52's) for positions GS-14 through GS-15. (AD, F&A & RD process SF-50's*)		X	X	X			*HPO		
c. Approve requests for personnel actions (SF-52's) for positions GS-13 and below.		X	X	X		ADF			
d. Administer the Oath of Office. For HQ, this is AD, F&A. (5 U.S.C. 2903 & 205 DM 8)		X		X	X				
8. Equal Opportunity (EO)									
a. Appoint field EO Managers to assist the Director, OEO in carrying out EO Program responsibilities within their jurisdictions.				X					
b. Appoint EO counselors, special emphasis program coordinators, and other EO program coordinators and/or committees as appropriate. For Headquarters, this is the Director, OEO.							EO Mgrs.		
9. Ethics									
a. Review and certify financial disclosure forms for OSM employees and Heads of State regulatory authorities which may include individual State employees statements. (30 CFR 706.5(b)(5))		X					HPO		

AREAS OF RESPONSIBILITY									
D	DD	ADF	ADP	RD	FOD	DC	OTH		
		X					HPO		
b. Recommend action or resolution of prohibited employment or financial interest for OSM, other Federal employees, and Heads of State regulatory authorities, as appropriate. (30 CFR 706.5(b)(5))									
		X					HPO		
c. Approve an employee to serve as an officer in a private organization on official time. (PEL Bulletin No. 93-1, 5/28/93)									
10. Emergencies (Other than AML)									
		X		X	X				
a. Approve reciprocal agreements with emergency offices for emergency assistance. For HQ, this is AD, F&A.									
		X		X	X				
b. Exercise authority of the Director with respect to the field unit involved in a Civil Defense or any other emergency. For HQ, this is AD, F&A.									
11. Employee Relations									
							SUP		
a. Propose and decide disciplinary and adverse actions based upon conduct. (5 CFR 432.105; 370 DM 752 & PML 94-19(752) Note: Directive PER-21 requires two levels and is applicable until DM is updated and reissued as a handbook.									
							SUP		
b. Propose and decide actions based upon unacceptable performance. (5 CFR 432.105) Decision must be concurred in by the next higher level than the person proposing the action.									
							SUP		
c. Terminate probationary employees for unsatisfactory performance, conduct, or conditions arising before appointment. (5 CFR 315.804, 805)									
							SUP		
d. Withhold a Within-Grade Increase. (5 CFR 531.409 & 370 DM 531) Note: Reconsideration must be at the next higher level than the official proposing the action. (5 CFR 531.410, 370 DM 531)									
							SUP		

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
e.	Decide an Informal Grievance. Note: Formal grievance must be decided at a higher level official than any involved in the initial action. (370 DM 771, Directive PER-22--applicable until DM is updated and reissued.)								SUP
12.	FOIA								
a.	Administer the FOIA program within their jurisdiction in coordination with the Office of the Solicitor. For HQ, this is the OC. (43 CFR Part 2, Subpart B, 5 U.S.C. 522 et seq., 383 DM 15, Directive INF-3)					X	X	X	OC
13.	Forms Management								
a.	Approve design, use and issuance of all forms		X						
14.	Hours of Duty (5 CFR 610, 370 DM 610, PER-6 & President's Management Council National Telecommuting Initiative Action Plan --1/96)								
a.	Specify official hours of duty (including AWS and Telecommuting)								SUP
b.	Approve work at home for medical related reasons (CG Decision B- 222246)			X	X	X	X	X	
c.	Excuse absences due to inclement weather or other reasons. Area and branch offices not co-located with other OSM or other Federal offices should obtain concurrence through the appropriate chain-of-command.	X							CDCM
15.	I.D. Cards/Uniforms								
a.	Issue U.S. Government ID Cards. For HQ, this is AD, F&A* who requests issuance of cards from the Department.			X			X	X	*HPO, HAO ASD
b.	Issue and retrieve Inspector credentials and badges.					X	X	X	

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
b. Sick									
i. Recommend approval of advance leave to next higher supervisory level per DM, up to, but not to exceed 240 hours for full-time employees, and for part-time employees not more than the amount that can be accrued in any leave year.									SUP
c. Leave Without Pay (LWOP)									
i. Recommend approval of periods of LWOP to next higher supervisory level per DM. Periods of 30 consecutive days or more require coordination with the Personnel Office. (OPM Operating Manual, The Guide to Processing Personnel Actions)									SUP
d. Voluntary Leave Transfer Program									
i. Recommend approval/disapproval of requests for employees within their jurisdiction to participate in the program. NOTE: Requires final approval by the Personnel Office.									SUP
e. Family and Medical Leave									
i. Determine, after consultation with the Personnel Office, employee eligibility for LWOP NTE 12 workweeks during any 12-month period for certain family and medical needs.									SUP
19. Pay Management (5 CFR 550 & 551; 370 DM 550 & 551)									
a. Approve overtime									SUP
20. Payments									
a. Bill and collect payments.				X					DFM
b. Waive claims of less than \$500 for erroneous payment of pay, travel, transportation, and/or relocation expenses. (205 DM 6.5)				X					DFM

AREAS OF RESPONSIBILITY									
D	DD	ADF	ADP	RD	FOD	DC	OTH		
		X					DFM		
c. Certify all Agency payments.									
21. Performance Management (5 CFR 430 & 370 DM 430)									
a. Approve Performance Plans and results "achieved" Ratings. Note: Reconsideration of results "not achieved" Ratings must be at the next higher level official not directly involved in the rating.									
							SUP		
22. Privacy Act									
a. Appoint Privacy Act Liaison Officers who coordinate requests with the Privacy Act Officer and develop operating procedures for their jurisdiction. (43 CFR Part 2, Subpart D, 5 U.S.C. 552(a) ; 383 DM 15, Directive INF-3)									
		X	X	X			OC ASDW		
b. Designate Systems Managers to identify and administer systems of records under their control subject to the Privacy Act provisions; and document systems exempt from Privacy Act provisions. (43 CFR Part 2, Subpart D, 5 U.S.C. 552(a), 383 DM 15, Directive INF-3)									
		X	X	X			OC		
c. Respond to Privacy Act requests involving their respective jurisdictions. (43 CFR Part 2, Subpart D, 5 U.S.C. 552(a), 383 DM 15, Directive INF-3)									
23. Procurement									
a. Enter into interagency agreements for procuring goods and services less than \$100,000. NOTE: Requires prior Economy Act determination by Contracting Officer. (FAR 17.5)									
	X	X	X	X					

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
b.	Recommend approval from ASLM for contract actions and interagency agreements which procure goods and services (including ADP) equal to or greater than \$100,000 except for AML emergency reclamation projects. NOTE: Requires prior Economy Act determination by Contracting Officer. (216 DM 2.1; FAR 17.5)		X						
c.	Serve as OSM-Wide Head of Contracting Activity. (FAR 2.101)			X					
d.	Issue Contracting Officer's Warrant Certificates.(PAR 1.603-1)			X					
e.	Issue delegations of authority for IMPAC Purchase Card Holders. (FAR 1.603-1 & FAR 13.6, & PL 104-106 Section 4311)			X		X	X	X	
f.	Certify payments from the imprest fund.(FAR 13.4)			X					DFM
g.	Approve payments from the imprest fund.(FAR 13.4)								SUP
h.	Approve use of commercial forms and procedures in lieu of Government Bill of Lading forms. (FAR 47.103)			X					
i.	Approve requisitions.								SUP
24. Property									
a.	Issue National Government Gasoline Credit Cards.(412 DM 4.8B (3)(b))			X		X	X		ASD
b.	Transfer and disposal of personal property. For HQ, this is AD, F&A. SUP must designate one APO where there is more than one in the same office. (Directive ADS-18)			X		X	X		WB, ASH, ASD ADF to HAO

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
c. Donate personal property under the Stevenson-Wydler Technology Innovation Act. (Stevenson-Wydler Technology Innovation Act of 1980, as amended 15 U.S.C. 3710 (I); 41 CFR 101-44; DOI Personal Property Management Release No. 96-4 dated 11-3-95)				X					
25. Publications									
a. Approve publications under \$10,000 for combined printing/copying/mailling costs. (OSM Publications Management Plan)				X	X	X	X	X	
b. Approve publications of \$10,000 or more for combined printing/copying/mailling costs. (OSM Publications Management Plan)			X						
c. Approve publications that contain a Secretarial or ASLM message and/or signature. (OSM Publications Management Plan)			X						
d. Approve publications that contain Departmental policy. (OSM Publications Management Plan)			X						
e. Approve the use of GPO and/or commercial sources for production of color publications.			X						
26. Security									
a. Approve and issue OSM Security Clearances.				X					HPO
27. Space									
a. Approve acquisition of space. (425 DM 1-6; Directive ADS-13)				X					HAO
b. Approve Reimbursable Work Authorizations (RWA) of \$10,000 or less. For HQ this is AD, F&A. (Directive ADS-13)				X		X	X	A	ADF to HAO

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
c.	Approve RWAs greater than \$10,000. (Directive ADS-13)			X					HAO
28. Time & Attendance Reports (Payroll Operations Interface Manual)									
a.	Certify time and attendance for subordinates.								SUP
b.	Designate timekeepers.			X	X	X	X	X	ADF,ADP to SUP
29. Testimony									
a.	Approve employees to serve as expert or fact witnesses. (43 CFR 2.82, 5 CFR 2635.805)			X	X	X		ADF	
30. Training									
a.	Approve training requests. (5 CFR 410.201(b))								SUP
31. Travel									
a.	Approve travel for Departmental award recipients.	X							
b.	Recommend approval of travel for one individual of the award recipient's choice to the ASLM.	X							
c.	Approval of per diem when the temporary duty station is less than 50 miles but not less than 30 miles from employees duty station or residence.	X							
d.	Authorize the use of chartered aircraft for point-to-point travel.		X						
e.	Authorize the use of chartered aircraft for "special use", i.e., helicopter inspections.						X		
f.	Authorize travel of job applicants for pre-employment interviews of applicants for OPM-designated manpower shortage positions. (5 U.S.C. 5723 & 5 CFR 572.102 & FTR Chapter 301 - 301-1.200)		X						

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
B. ENVIRONMENTAL RESTORATION									
1. Abandoned Mine Reclamation Fund									
a. Recommend approval to the Office of the Solicitor and the Department of Justice of real property acquisition for reclamation projects involving condemnation procedures and acquisitions for the purpose of providing lands for housing. (SMCRA 407(h), 30 CFR 879.11(e))						X			
b. Approve suballotments in accordance with the Federal Grant and Cooperative Agreement Act of 1977. (Directive GMT-10)			X						
c. Enter into cooperative agreements for reclamation projects not to exceed \$1 million. (Directive GMT-10)					X	X			
d. Enter into cooperative agreements for reclamation projects that exceed \$1 million. (Directive GMT-10)		X							
e. Verify fund availability and enter into grants and cooperative agreements for States and Tribes. Cannot be redelegated below Field Office Director or equivalent. (Directive GMT-10)					X	X	A,W		
f. Approve briefing papers, declarations of emergency and federal high priority projects within their jurisdictions. (SMCRA 410, Directive AML-4)						X	X	X	
g. Approve/disapprove declarations of emergency for states with approved emergency programs. (SMCRA 410)						X	X		
h. Approve requests to conduct noncoal reclamation prior to certification under section 411 of SMCRA. (SMCRA 409(a))						X	X		
i. Establish and waive liens. (30 CFR 882.13)						X	X	X	

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
2. Oversight									
a. Conduct state and tribal reclamation plan evaluation activities in accordance with national procedures and guidance. (Directive AML-22)						X	X		
B. & C. ENVIRONMENTAL RESTORATION/ ENVIRONMENTAL PROTECTION									
1. NEPA, Regulatory Impact, Program/Plan Amendments, & Rulemaking									
a. Approve preparation of an environmental impact statement and grant approval to print and distribute draft and final environmental impact statements prepared pursuant to NEPA for rulemaking and other activities originating in Headquarters. (Directive REG-1)					X				
b. Approve preparation of an environmental impact statement and grant approval to print and distribute draft and final environmental impact statements prepared pursuant to the National Environmental Policy Act for mine plans, lands unsuitable petitions and other activities occurring within the regions. (Directive REG-1)						X			
c. Approve Environmental Assessments, Findings of No Significant Impact, and related Notices. (Directive REG-1)					X	X	X	X	
d. Evaluate petitions to initiate a proceeding for the issuance, amendment, or repeal of a Federal Regulation. (30 CFR 700.12)					X				
e. Sign Determination of Effects of Rules and Regulatory Impact Analyses and forward to Director and ASLM for concurrence. (E.O. 12291)		X			X				

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
f.	Provide guidance to Regional Directors in preparing State notification letters. (30 CFR 732.17 and 884.15)				X				
g.	Sign proposed and final rules approving or disapproving proposed amendments except for rules removing conditions of AML Plans and final rules to assume the emergency programs. (30 CFR 884.15 & Directive AML-20))					X			
h.	Recommend that the Assistant Secretary, Lands and Minerals Management, sign rules removing conditions of AML Plans and final rules to assume the emergency programs. (30 CFR 884.15 & Directive AML-20)	X							
i.	Sign proposed and final rules approving or disapproving proposed state program amendments, except for rules removing conditions of Secretarial approval of a State Program. (30 CFR 732.17 & Directive REG-5)					X			
j.	Recommend that the Assistant Secretary, Lands and Minerals Management, sign rules removing conditions of Secretarial approval of a State Program. (30 CFR Part 732 & Directive REG-5)	X							
k.	Sign letters notifying the State regulatory authority of the need for program revisions (part 732 notifications), including those resulting from State notifications under 30 CFR 732.17(b). (Directive REG-5)					X			
l.	Sign letters notifying the state of the need for amendments to the State Reclamation Plan. (30 CFR 884.15(c) & Directive AML-20)					X			

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
C. ENVIRONMENTAL PROTECTION									
1. Areas Unsuitable for Mining									
a. Determine that there are no significant recreational timber, economic or other values which may be incompatible with surface coal mining and reclamation operations on any Federal lands within any National Forest. (SMCRA 522(c))						X	KFO		PSDW
b. Make decisions on designating lands as unsuitable for mining. (30 CFR Part 761)		X							
2. Civil Penalties									
a. Implement assessment procedures. (SMCRA 518, 30 CFR Parts 845 & 846)						X			
3. Grants									
a. Approve suballotments in accordance with the Federal Grant and Cooperative Agreement Act of 1977. (Directive GMT-10)			X						
b. Enter into grants and cooperative agreements for States and Tribes. Cannot be redelegated below Field Office Director or equivalent. (Directive GMT-10)						X	A, W		
4. Inspection and Enforcement									
a. Designate authorized representatives to enter and inspect coal mining and reclamation operations and other associated facilities subject to regulation or oversight by OSM. (SMCRA 517, 521 & Directive INE-18)						X	X		
b. Determine whether a pattern or patterns of violations exist. (30 CFR 722.16, 843.13)						X	X		

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
c.	Determine whether such violations were caused willfully or by unwarranted failure of the permittee to comply, and/or a show cause order should be issued. (30 CFR 722.16, 843.13)					X	X		
d.	Approve extensions of NOV abatement dates beyond 90 days. (30 CFR 722.12, 843.12)					X	X		
e.	Determine the appropriateness of a State's response to a ten-day notice. (SMCRA 521(a)(1) & Directive INE-35)						X		
f.	Render a final decision regarding a state's request for an informal review of a ten-day notice. (30 CFR 842.11(b)(1)(iii) and Directive INE-35)					X			
g.	Conduct an informal review of an authorized representatives decision not to inspect or take appropriate enforcement action regarding any violation alleged by a citizen in a request for Federal inspection. (30 CFR 842.12, 842.15)					X	X		
h.	Sign responses to requests for Federal inspection from citizen complaints. (30 CFR 842.12; Directive INE-24)					X	X		
5.	Oversight								
a.	Conduct state program evaluation activities in accordance with national procedures and guidance. (Directive REG-8)					X	X		
6.	Part 733 Requests and Notifications								
a.	Sign responses to requests to evaluate a state program under 30 CFR 733.12(a). (Directive REG-36)					X			
b.	Recommend the Director notify the state of reason to believe that the state is failing to adequately implement, administer, maintain or enforce a part or all of a state program. (30 CFR 733.12(b))					X			

AREAS OF RESPONSIBILITY									
D	DD	ADF	ADP	RD	FOD	DC	OTH		
7. Permits, Permit Processing, and Bonding									
				X					PSDW
a. Approve and terminate experimental practices.(30 CFR 785.13, Directive REG-7))									
				X	KFO				PSDW
b. Approve, approve with conditions, or disapprove permit applications, revisions and amendments, and exploration permits for surface coal mining and reclamation operations where OSM is the regulatory authority and issue such permits. (30 CFR Subchapter G)									
			X			CTS			CAVS
c. Make determinations for challenges to Applicant/Violator System data and rebuttals of presumptive ownership and control determinations. (SMCRA 516(c), 30 CFR 773.5 & Directive INE-33)									
				X	X	X			
d. Approve and issue notices of proposed and actual rescission of improvidently issued Federal permits. (Directive INE-34)									
				X	KFO				PSDW
e. Forfeit bonds in Federal Program States and on Indian Lands. (30 CFR 800.50, Directive REG-10)									
				X	X				PSDW
f. Release performance bonds in Federal Program States and on Indian Lands. (30 CFR 745 & 800, Directive REG-26)									
D. TECHNICAL DEVELOPMENT AND TRANSFER									
			X						CTT
1. Develop and administer technical training programs for customers.(SMCRA 705(b))									
			X	X	X	X			CDCM
2. Provide technical training and technical assistance to customers. (SMCRA 705(b))									

AREAS OF RESPONSIBILITY		D	DD	ADF	ADP	RD	FOD	DC	OTH
3.	Enter into Memorandum of Understanding/Memorandum of Agreement NOTE: Agreements between OSM and another entity including but not limited to Federal, state, tribal, local government; non-profit organization; educational institution; and others which involve no obligation of funds.				X	X			
E. FINANCIAL MANAGEMENT									
1.	Claims								
a.	Terminate claims for amounts up to \$25000. (DM 344)			X					DFM
b.	Recommend to the Office of the Solicitor (SOL), and/or concur with SOL, termination of claims more than \$25,000 up to \$100,000. (DM 344)			X					DFM
c.	Recommend to SOL, and or concur with SOL, and recommend approval by the Department of Justice (DOJ), termination of claims over \$100,000. (DM 344)			X					DFM
d.	Recommend to SOL, and/or concur with SOL, compromises up to \$100,000. (DM 344)			X					
e.	Recommend to SOL, and/or concur with SOL, and recommend approval by the DOJ, compromises over \$100,000. (DM 344)			X					

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