

INDIAN AFFAIRS DIRECTIVES TRANSMITTAL SHEET

(modified DI-416)

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EXPLANATION OF MATERIAL TRANSMITTED:

This chapter establishes the authorities of the Assistant Secretary - Indian Affairs (AS-IA), as provided in 209 DM 8, delegated through the Deputy Assistant Secretary-Policy and Economic Development (DAS-PED) to the Director, Office of Self Governance (OSG) to fulfill the responsibilities for the functions, responsibilities, and activities assigned to OSG.



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FILING INSTRUCTIONS:

Remove: None

Insert: 3 IAM 9 (New)

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1.1 Purpose. This chapter establishes the authorities of the Assistant Secretary - Indian Affairs (AS-IA), as provided in 209 DM 8, to be delegated through the Deputy Assistant Secretary-Policy and Economic Development (DAS-PED) to the Director, Office of Self Governance.

1.2 Scope. This policy delegates the authorities to fulfill the responsibilities for the functions, responsibilities, and activities assigned to the Office of Self Governance. The section on monetary awards does not apply to volunteers, contract employees, and/or partners who are not eligible for monetary awards unless a different authority states otherwise.

1.3 Policy. Subject to the limitations in 209 DM 8 and 210 DM 8, the Director, Office of Self Governance is delegated the authority to approve Self-Governance Funding Agreements and Amendments negotiated under the Tribal Self-Governance Act (25 U.S.C. 458aa, et seq.), along with the program/administrative authorities to fulfill the responsibilities in 110 DM 8, Section 8.3 B with the following stipulations.

A. The authority to approve awards to employees is subject to the following limits:

- 1. Monetary Award – Individual:** Not to exceed \$5,000.
- 2. Monetary Award – Team:** Not to exceed \$10,000, provided each member in the group receives less than \$5,000.

Monetary awards based on a specific dollar amount in excess of \$5,000 require approval of the Assistant Secretary. Performance-based cash awards based on a percentage of the employee's pay in excess of \$5,000 do not require the approval of the Assistant Secretary.

- 3. Time-Off Award –** Minimum: 1 hour. Maximum: 40 hours.
- 4. A combination of awards** to an individual (including team awards) in a fiscal year period that exceeds an individual's approved level must be elevated to the next higher organizational level for approval.

B. The authority to fill key positions. All positions which are classified at GS-15 level must be elevated to the next higher organizational level for approval.

1.4 Authorities That May Not Be Redelegated. Specific authorities **which may not be relegated** include:

- A.** Authority to sign Self Governance Annual and Multi-Year Funding Agreements.
- B.** Authority to sign Indian Reservation Roads Addenda to Self Governance Funding Agreements.
- C.** Authority to Select Additional Tribes for Participation in Self Governance.
- D.** Authority to Award Planning and Negotiation Grants.
- E.** Authority to prepare the Secretary's Annual Report to Congress on Self Governance.

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F. Authority to Coordinate with Non – BIA bureaus for the publication of the Federal Register Notice of List of Programs, Services, Functions, and Activities that are eligible to be included in self governance funding agreements with Non-BIA bureaus.

G. Authority to approve awards (time-off, monetary, non-monetary recognition, letters of commendation, certificates, plaques, employee-to-employee recognition).

1.5 Redlegation of General Authorities. Except where redelegation is prohibited by statute, Executive Order, or limitations established by other competent authority or contained in this chapter, the general program authorities related to the functions and responsibilities in 110 DM 8, Section 8.3 B., may be redelegated.