



Department of Energy

Office of Science
Washington, D.C 20585

MAR 25 2014

MEMORANDUM FOR: Helen DeHart
Acting Director of Human Resources and Administration
Office of Science

FROM: Jeffrey T. Salmon *Jeffrey T. Salmon*
Deputy Director for Resource Management
Office of Science

SUBJECT: Delegations of Authority for Office of Science Personnel Actions

This memorandum supersedes any earlier delegation of personnel authority and delegates the specific authorities listed in Attachment 1 to the Director of Human Resources and Administration, for execution within your organizational area of responsibility.

Designated authorities assigned through the responsibilities listed in Department of Energy (DOE) Directives and Rules or otherwise delegated to the position of Deputy Director for Resource Management through DOE Delegation Orders are established to ensure objective and consistent decision making by appropriate levels of line and functional management. These authorities are delegated in support of that goal.

These authorities will continue until rescinded, amended, or superseded in writing. Unless otherwise specified, these authorities may not be re-delegated.

Attachment 1

cc: Director, Office of Science
Office of Management

Delegations of Authority for Director, Office of Human Resources & Administration - HQ

Personnel Actions

Pursuant to the Director of Human Capital Management delegation provided to me under Redelegation Order 00-010.01-01.04B, I delegate to the Director, Office of Human Resources and Administration, authority to take the following actions for all Headquarters components:

- 1.1 Approve personnel actions involving positions at the GS-15 level and below or equivalent in the competitive and excepted service.
- 1.2 Approve personnel actions involving positions above the GS-15 or equivalent level not requiring Executive Resources Board approval.
- 1.3 Approve personnel actions relating to the appointment of experts and consultants pursuant to 5 U.S.C. 3109 (Schedule A Authority).
- 1.4 Approve developmental or training assignments external to the Department of Energy (DOE or Department) of one year or less.
- 1.5 Under 5 U.S.C. 2903, administer the oath of office and execute appointment affidavits for all appointments for the DOE.
- 1.6 Administer the labor-management relations program within the organization in accordance with 5 U.S.C. Chapter 71.

REDELEGATION

Unless otherwise specified, these authorities may not be re-delegated.