



U.S. General Services Administration (GSA)

GSA Order: GSA Delegations of Authority - OGC

ADM 5450.39D CHGE 28

Office of the General Counsel

Purpose:

This directive updates and revises Chapter 11, Office of the General Counsel, of the GSA Delegations of Authority Manual.

Cancellation:

Supersedes ADM 5454.39D CHGE 3 dated May 15, 2016.

Nature of Revision:

This Order updates and revises GSA Delegations of Authority Manual, Chapter 11, Office of the General Counsel, Parts 1 and 3 to reflect organizational and functional changes and documents the commensurate authorities as delegated by the Administrator to the OGC, General Counsel, Deputy General Counsel (Career), and Associate General Counsel for Ethics Law.

a. Under Chapter 11, Part 1:

- (1) Position titles, division names, and legal citations were updated and references to Regions and Regional Counsel were stricken.
- (2) Duplicative delegations were deleted.
- (3) Updated standardized language relating to entering into interagency agreements, MOUs, and MOAs was added along with a standard limitation requiring coordination of agreements with non-GSA entities with 50 or fewer employees with the GSA CABs office.
- (4) A delegation designating the General Counsel as Chief FOIA Officer and assigning responsibility for the FOIA program to the General Counsel was added to properly reflect the GSA FOIA Program's transfer to OGC in 2020.
- (5) The delegations relating to the Ethics program were moved to a new Part 3, and the Deputy General Counsel (Career) was designated as GSA's

Designated Agency Ethics Official.

- (6) A reference to Financial Management authorities delegated by the Chief Financial Officer was removed.
- b. Under Chapter 11, in accordance with the changes to the delegations from the Administrator, the Acting General Counsel is simultaneously updating the redelegations of authority to other OGC staff for consistency. In addition, the redelegations are being updated as follows:
- (1) The provisions delegating authority to settle cases are being simplified and streamlined to provide similarly situated OGC attorneys the same settlement levels. Delegations are reflected in dollar amounts which increase from GS-15 attorneys up to the General Counsel. This structure eliminates the need for a table to settlement authorities accompanying Part 2. The policy goal is to ensure that settlement authority remains at a high level (General Counsel) for claims involving a significant amount of money while allowing Senior Executives purview over cases involving a moderate amount of money, and GS-15 level attorneys purview over cases involving a small amount of money.
 - (2) The authority to settle claims of GSA employees other than travel claims is being redelegated only to the Deputy General Counsels rather than to all of the Associate General Counsels. The policy goal is to ensure that claims with similar facts are treated in a similar manner by having the settlement authority rest with a smaller group of people.
 - (3) The authority to issue advance decisions concerning payments to be made by a disbursing official or the Administrator is being reserved to the General Counsel. The policy goal is to ensure the advance decisions are issued at the same level inside of GSA as those issued by the Government Accountability Office.
 - (4) The authority to decide FOIA appeals is being formally redelegated to the Associate General Counsel for General Law to accurately reflect the structure in place since 2020.

Delegation of Authority:

I hereby delegate the authorities contained in Chapter 11, Parts 1 and 3.

Implementing Actions:

- a. The changes outlined in this Delegation become effective upon signature.
- b. The Chief Administrative Services Officer may cancel this Order, in consultation with the Chief Human Capital Officer, upon publication of a superseding directive that cancels it in accordance with OAS 1832.1C.
- c. The officials designated in this Order, in conjunction with other appropriate officials, shall take all necessary actions to implement this Order. The GSA Delegations of Authority Manual will be updated at a later date.

Signature

/S/ _____
Edward C. Forst
Administrator

4/2/2026 _____
Date

CHAPTER 11 OFFICE OF THE GENERAL COUNSEL (OGC)

PART 1 DELEGATION OF AUTHORITY FROM THE ADMINISTRATOR TO THE GENERAL COUNSEL

Under the authority of section 3(g) of the Inspector General Act, the Inspector General is represented by its own legal staff in all applicable matters discussed in this Chapter.

Delegated Authority		Limitations
1.	Legal Services	
	Responsible for providing all legal services to the services and staff offices within GSA, except those in support of the Office of Inspector General and the Civilian Board of Contract Appeals, to ensure full implementation of GSA's statutory responsibilities and policies.	
2.	Representation before adjudicating fora	
	Appears on behalf of the Agency as counsel of record in matters brought before the Civilian Board of Contract Appeals (CBCA), the Government Accountability Office (GAO), the Merit Systems Protection Board (MSPB), the Equal Employment Opportunity Commission (EEOC), the Federal Labor Relations Authority (FLRA), as well as before arbitrators appointed in accordance with negotiated grievance procedures, and miscellaneous other fora. Determines the Agency's position and strategy. Communicates the Agency's position to the forum and to other parties to the matter. Subject to the rules of the forum, conducts discovery and other litigation procedures, presents evidence, and examines witnesses on behalf of the Agency. Binds the Agency to stipulations made to other parties and to the forum. Negotiates and executes written agreements to settle claims in litigation on behalf of the Agency, binding the Agency to commitments resulting in the payment of Treasury funds to claimants, other Agency actions, and the release of affirmative claims against other parties. Assists the Department of Justice (DOJ) in litigation matters involving the Agency for which DOJ represents the government. Concurs with positions taken by DOJ in matters for which DOJ represents the government. Select experts and consultants to provide analysis and opinion testimony in connection with litigation.	<p>a. This authority is limited to the extent that authority to represent the Agency before particular fora is reserved exclusively to the Attorney General.</p> <p>b. Settlements require prior consultation with the appropriate Agency official.</p> <p>c. If the settlement requires the obligation of Agency funds, prior consultation with the CFO is also required.</p> <p>d. To the extent that the Inspector General has independent contracting authority under Section 6 of the Inspector General Act of 1978, as amended, this provision does not limit that authority of the Inspector General.</p>
3.	Representation to other entities	
	Represents the Agency to other Federal agencies, other government entities, and private parties. Receives notices, communications, and demands from such other entities on behalf of GSA.	

Delegated Authority		Limitations
4.	Requests for representation by DOJ	
	Requests DOJ representation for employees and former employees who are sued in their individual capacity on account of their exercise of official responsibilities within the scope of their employment, including certifying that such persons were acting within the scope of their employment. (28 C.F.R. § 50.15)	
5.	Agent for service of process	
	Accepts service of process on behalf of the Agency. Accepts service of process on behalf of the Administrator and other Agency employees as to official matters only. Accepts service of process for legal demands for records or testimony specified in 41 CFR § 105-60.1003.	
6.	Certifying Judgment Fund payments	
	Executes on behalf of the Agency documentation required for the payment of judgments and settlements of claims in litigation from the Judgment Fund. Certifies that conditions for payment have been satisfied. (31 U.S.C. § 1304)	
7.	Settlement of environmental claims	
	Approves or disapproves the settlement of any alleged liability for the cleanup of sites on which hazardous substances have been improperly disposed, where responsibility for such improper disposal is legally attributable to GSA by virtue of its activities or those of its predecessor agencies.	<p>a. Settlements require prior consultation with the appropriate Agency official.</p> <p>b. If the settlement requires the obligation of Agency funds, prior consultation with the CFO is also required.</p>
8.	Representation before regulatory bodies	
	Represents Executive agencies in proceedings involving carrier and other public utilities before Federal and State regulatory bodies with respect to transportation and other public utility services for the use of these agencies. (40 U.S.C. § 501)	
9.	Tort claims	
	Considers, compromises, and settles tort claims against GSA; but any award, compromise, or settlement of more than \$25,000 requires the prior written approval of the Attorney General or his/her designee. (28 U.S.C. § 2672; 28 CFR part 14)	<p>Any award, compromise, or settlement of more than \$25,000 requires the prior written approval of the Attorney General or his or her designee. (28 U.S.C. § 2672; 28 C.F.R. Part 14.)</p> <p>Settlements require prior</p>

Delegated Authority		Limitations
		consultation with the appropriate Agency official. If the settlement requires the obligation of Agency funds, prior consultation with the CFO is also required.
10.	Compromise of affirmative claims	
	Compromises, suspends, or terminates collection action claims by GSA on claims in favor of the Government in amounts not exceeding \$100,000 exclusive of interest. Refers claims over minimum amounts established by regulations to the Department of Justice and to the Government Accountability Office for advisory opinion, litigation, or other collection action, as appropriate. (31 U.S.C. § 3711; CFO P 4253.1, CHGE 1, June 7, 2002)	Coordination with the CFO is required.
11.	Claims of GSA employees (other than travel)	
	Settles claims of GSA employees and other proper claimants for greater than \$2,500 against GSA that do not involve expenses incurred by Federal civilian employees on official travel, transportation, and relocation expenses. (31 U.S.C. §§ 3702, 3721; ADM 6200.3B, February 12, 2002)	Settlements require prior consultation with the appropriate Agency official. If the settlement requires the obligation of Agency funds, prior consultation with the CFO is also required.
12.	Claims for recovery or erroneous payments	
	Settles claims pertaining to erroneous payments of pay and allowances and of travel, transportation, and relocation expenses and allowances referred to OGC by the CFO. (5 U.S.C. § 5584; Pub. L. 104-316)	Settlements require prior consultation with the appropriate Agency official. If the settlement requires the obligation of Agency funds, prior consultation with the CFO is also required.
13.	Authentication of records	
	Authenticates and attests copies of records created by GSA as certified by the originating office, furnishes authenticated copies of these records, and charges fees as appropriate.	
14.	Release of records	
	Furnishes copies of records in response to subpoenas duces tecum or other legal demands in appropriate cases. (41 CFR Subpart 105-60.1002)	
15.	Advance decisions	
	Renders decisions concerning a payment the disbursing official or head of the Agency will make; or a voucher presented to a	

Delegated Authority		Limitations
	certifying official for certification when requested by disbursing or certifying officials. (31 U.S.C. § 3529(b)(2)(B); Pub. L. 104-316)	
16.	Interagency Agreements, Memoranda of Understanding (MOU), Memoranda of Agreement (MOA), and other similar agreements	
	Enters into MOUs, MOAs, interagency agreements, and other similar agreements for those activities for which the Office of the General Counsel has responsibility. This includes authority and responsibility for making determinations and decisions required by any law, regulation, or agency directive relating to the use of the agreement. (40 U.S.C. §§ 501, 502; 31 U.S.C. § 1535; and any other specific legal authority related to the action)	For any support to a non-GSA entity with fewer than 50 FTEs, prior to entering into an agreement, there must be coordination with the GSA Commissions and Boards Service Office to determine if the support should be included in an administrative support agreement through that office.
17.	FOIA	
	Serves as the Chief FOIA Officer. Establishes systems, policy, and procedures to ensure timely coordination of and replies to FOIA requests. Manages the entire FOIA process, operations, regulations, policy, and guidance for GSA. (Freedom of Information Act, 5 U.S.C. § 552, as codified and amended)	
18.	Deliberative process privilege in litigation	
	Consistent with existing legal standards, invokes on behalf of the Agency the deliberative process privilege for withholding records or information in response to discovery requests and other legal demands for records or information in connection with litigation. This authority is separate from the authority to claim an exemption in response to a Freedom of Information Act (FOIA) request.	
19.	Program Fraud Civil Remedies Act authorities	
	Consistent with 41 C.F.R., part 105-70, serves as the reviewing official on any report submitted by the Office of the Inspector General.	
20.	Human capital authorities	
	(See Part 1, Chapter 2, of this Manual)	
21.	Common authorities	
	(See Part 1, Chapter 2, of this Manual)	

**PART 2. DELEGATION OF AUTHORITY FROM THE GENERAL COUNSEL TO OFFICE OF THE
GENERAL COUNSEL OFFICIALS**

Delegated Authority	Redelegated To	Limitations
<p>1. Legal services. Responsible for providing all legal services to the services and staff offices within GSA, except those in support of the Office of Inspector General and the Civilian Board of Contract Appeals, to ensure full implementation of GSA's statutory responsibilities and policies.</p>	<p>All Office of the General Counsel ("OGC") attorneys</p>	<p>Delegation of authority subject to limitations set forth herein for specific legal services.</p>
<p>2. Representation before adjudicating fora. Appears on behalf of the Agency as counsel of record in matters brought before the Civilian Board of Contract Appeals (CBCA), Government Accountability Office (GAO), Merit Systems Protection Board (MSPB), Equal Employment Opportunity Commission (EEOC), Federal Labor Relations Authority (FLRA), Arbitrators appointed in accordance with negotiated grievance procedures, and miscellaneous other fora. Determines the Agency's position and strategy. Communicates the Agency's position to the forum and to other parties to the matter. Subject to the rules of the forum, conducts discovery and other litigation procedures, presentation of evidence and examination of witnesses on behalf of the Agency. Binds the Agency to stipulations made to other parties and to the forum. Negotiates and executes written agreements to settle claims in litigation on behalf of the Agency, binding the Agency to commitments resulting in the payment of Treasury funds to claimants, other Agency actions,</p>	<p>All OGC attorneys except for the matters listed below which are reserved to the General Counsel and redelegated only as specified.</p> <p>With input from the appropriate OGC counsel of record, the Deputy General Counsel, Associate General Counsels, GS-15 supervisory attorneys, and OGC GS-15 counsels of record are delegated the authority to approve settlements within the limitations listed.</p>	<p>a. This authority is limited to the extent that authority to represent the Agency before particular fora is reserved exclusively to the Attorney General.</p> <p>b. Settlements require prior consultation with the appropriate agency official and prior written approval from an OGC official authorized to approve settlements.</p> <p>c. Settlements resulting in payments, increased costs or release of affirmative claims of:</p> <ul style="list-style-type: none"> i. Over \$1,000,000 must be approved by the General Counsel. ii. Over \$250,000 up to \$1,000,000 must be approved by the General Counsel, a Deputy General Counsel, or the appropriate Associate General Counsel. iii. Up to \$250,000 must be approved by the General Counsel, a Deputy General Counsel, the appropriate Associate General Counsel,

Delegated Authority	Redelegated To	Limitations
<p>and the release of affirmative claims against other parties. Assists the Department of Justice (DOJ) in litigation matters involving the agency for which DOJ represents the government. Concurs with positions taken by DOJ in matters for which DOJ represents the government. Selects experts and consultants to provide analysis and opinion testimony in connection with the defense claims in litigation.</p>		<p>or the appropriate GS-15 supervisory attorney.</p> <ul style="list-style-type: none"> d. A Deputy General Counsel or the appropriate Associate General Counsel must approve a settlement of any other claims which require contract modifications but do not require a monetary payment or involve actions for injunctive/mandatory relief or other proceedings requiring official agency actions other than those requiring issuance, modification, or withdrawal of any Government-wide or Agency-wide regulation, policy, or directive. e. If the settlement requires the obligation of agency funds, prior consultation with the CFO is also required. f. Delegation of authority to select experts and consultants excludes authority to bind the government to contracts to compensate them. This must be done by the appropriate contracting officer. g. The following settlement approval authorities are not redelegated: <ul style="list-style-type: none"> i. Claims in litigation where the terms of the settlement will result in the modification of a collective bargaining agreement or the modification of a contract affecting a Government-wide or Agency-wide program; ii. Actions for injunctive relief where the terms of the settlement will result in the issuance, modification, or

Delegated Authority	Redelegated To	Limitations
		<p>withdrawal of any Government-wide or Agency-wide regulation, policy, or directive; and</p> <p>iii. Personnel matters brought by a member of the Senior Executive Service.</p>
<p>3. <u>Representation to other entities.</u> Represents the Agency to other Federal agencies, other government entities, and private parties. Receives notices, communications, and demands from such other entities on behalf of GSA.</p>	<p>All OGC attorneys</p>	
<p>4. <u>Requests for representation to DOJ.</u> Requests for DOJ representation on any matters including employees and former employees who are sued in their individual capacity on account of their exercise of official responsibilities within the scope of their employment, including certifying that such persons were acting within the scope of their employment. (28 CFR § 50.15)</p>		<p>Not redelegated</p>
<p>5. <u>Agent for service of process.</u> Accepts service of process on behalf of the Agency. Accepts service of process on behalf of the Administrator and other Agency employees as to official matters only. Accepts service of process for legal demands for records or testimony specified in 41 C.F.R. § 105-60.1003.</p>	<p>Deputy General Counsel, Associate General Counsels</p>	<p>This authority may not be redelegated.</p>
<p>6. <u>Certifying Judgment Fund payments.</u> Executes on behalf of the Agency documentation required for the payment of judgments and settlements of claims in litigation from the Judgment Fund. Certifies that conditions for payment have been satisfied. (31 U.S.C. § 1304)</p>	<p>All OGC attorneys</p>	<p>Where payment from the Judgment Fund is made pursuant to a settlement of a claim in litigation, redelegation of authority is subject to the limitations and procedures set forth in paragraph 2, supra.</p>

Delegated Authority	Redelegated To	Limitations
<p>7. <u>Settlement of environmental claims.</u> Binds the Agency to the settlement of, or concurs with a settlement proposed by DOJ of claims for alleged liability for the cleanup of sites on which hazardous substances have been improperly disposed, where responsibility for such improper disposal is legally attributable to GSA by virtue of its activities or those of its predecessor agencies.</p>	<p>Deputy General Counsel and Associate General Counsels where the terms of the settlement will result in the payment of an amount not exceeding \$1,000,000.</p>	<p>This authority may not be Redelegated.</p>
<p>8. <u>Representation before regulatory bodies.</u> Represents executive agencies in proceedings involving carriers and other public utilities before Federal and State regulatory bodies, with respect to transportation and other public utility services for the use of such agencies, including concurring on decisions by other agency officials to intervene in State and Federal regulatory proceedings involving public utilities. 40 U.S.C. § 501(c).</p>	<p>All OGC attorneys</p>	<p>Delegation of authority includes authority to join in settlements but is limited to joining settlements where any rate adjustment that affects the class of service for Federal customers is comparable to and not higher than the rate adjustment for other similarly situated classes of service.</p>
<p>9. <u>Tort claims.</u> Considers, compromises, and settles claims against the Agency brought under the Federal Tort Claims Act ("FTCA"), 28 U.S.C. §§ 1346(b), 2672.</p>	<p>Deputy General Counsel, Associate General Counsel for Claims and Litigation, and attorneys in the Claims and Litigation division.</p>	<p>a. Any award, compromise, or settlement of more than \$25,000 requires the prior written approval of the Attorney General or his or her designee. (28 U.S.C. § 2672; 28 C.F.R. Part 14.)</p> <p>b. Settlements require prior consultation with the appropriate agency official and prior approval from an OGC official authorized to approve settlements as outlined in 2 above. If the settlement requires the obligation of agency funds, prior consultation with the CFO is also required.</p>
<p>10. <u>Compromise of affirmative claims for liquidated debts and collection actions.</u> Compromises</p>	<p>Deputy General Counsel, Associate General Counsels</p>	<p>a. Compromise of affirmative claims for liquidated debts not exceeding \$100,000, exclusive</p>

Delegated Authority	Redelegated To	Limitations
affirmative claims for liquidated debts, or suspends or terminates collection actions by GSA on such claims.		of interest, or suspension or termination of collection actions by GSA on such claims. (31 U.S.C. § 3711.) b. Prior consultation with the CFO is required.
11. Claims of GSA employees (other than travel). Settles claims of GSA employees and other proper claimants for greater than \$2,500 against GSA that does not involve expenses incurred by Federal civilian employees on official travel, transportation, and relocation expenses. (31 U.S.C. §§ 3702; ADM 6200.3B, February 12, 2002)	Deputy General Counsel	If the settlement requires the obligation of agency funds, prior consultation with the CFO is also required.
12. Claims for recovery or erroneous payments. Settles claims pertaining to erroneous payments of pay and allowances and of travel, transportation and relocation expenses and allowances referred to OGC by the CFO. (5 U.S.C. § 5584; Pub. L. 104-316.)		Not redelegated
13. Authentication of records. Authenticates and attests copies of records created by GSA as certified by the originating office, furnishes authenticated copies of these records, and charges fees as appropriate.	All OGC attorneys	
14. Release of records. Furnishes copies of records in response to subpoenas duces tecum or other legal demands in appropriate cases. (41 CFR §§ 105-60.1003–1004.)	All OGC attorneys	
15. Advance decisions. Renders decisions concerning a payment the disbursing official or head of the Agency will make; or a voucher presented to a certifying official for certification when		Not redelegated.

Delegated Authority	Redelegated To	Limitations
requested by disbursing or certifying officials. (31 U.S.C. § 3529(b)(2)(B); Pub. L. 104-316.)		
<p><u>16. Interagency Agreements, MOUs, MOAs, and other similar agreements.</u> Enters into MOUs, MOAs, interagency agreements, and other similar agreements for those activities for which the Office of the General Counsel has responsibility. This includes authority and responsibility for making determinations and decisions required by any law, regulation, or agency directive relating to the use of the agreement. (40 U.S.C. §§ 501, 502; 31 U.S.C. § 1535; and any other specific legal authority related to the action)</p>		Not redelegated.
<p><u>17. FOIA.</u> Decide appeals of denied records kept by the General Services Administration (41 CFR § 105-60.701)</p>	Associate General Counsel for General Law	<p>This authority may not be redelegated.</p> <p>The Inspector General is the deciding official for records under OIG control.</p>
<p><u>18. Deliberative process privilege in litigation.</u> Consistent with existing legal standards, invokes on behalf of the Agency the deliberative process privilege for withholding records or information in response to discovery requests and other legal demands for records or information issued in connection with litigation. This authority is separate from the authority to claim an exemption in response to a Freedom of Information Act (FOIA) request.</p>	Deputy General Counsel in the absence of the General Counsel	This authority may not be redelegated
<p><u>19. Program Fraud Civil Remedies Act authorities.</u> Consistent with 41 C.F.R., part 105-70, serves as the reviewing</p>	Deputy General Counsel, Associate General Counsels	This authority may not be redelegated.

Delegated Authority	Redelegated To	Limitations
official on any report submitted by the Office of the Inspector General.		
20. <u>Human Capital Authorities.</u>		
a. <u>Selection.</u> Makes final selections of candidates for positions or decides upon further recruiting action.		Not redelegated
b. <u>Adjustment of Working Hours.</u> Modifies the working hours of individual OGC employees subject to existing OGC policies. (5 U.S.C. § 6101.)	Deputy General Counsel, Associate General Counsels	
c. <u>Denial of leave because of public exigency.</u> Determines that an exigency of the public business is of such importance that employees may not use annual leave to avoid its forfeiture under normal rules governing maximum accumulation. (5 CFR § 630.305.)	Deputy General Counsel, Associate General Counsels	This authority may not be redelegated.
d. <u>Approval of overtime.</u> Determines that accomplishment of office warrants use of overtime.		Not redelegated.
e. <u>Formal grievances.</u> Acts as the deciding official on formal grievances concerning matters under the official's management authority. (HB, GSA Grievance Procedures, Chs. 2-5 through 2-11, (OAD P 9771.1A.)	Deputy General Counsel, Associate General Counsels	Authority may not be exercised if the subject of the grievance is a decision that was made or concurred in by the deciding official.
f. <u>Incentive awards.</u> Approves quality step increases and individual cash awards for subordinate employees up to \$2,500. Approves group cash awards for subordinate employees provided that no member of the group receives more than \$2,500.		Not redelegated
g. <u>Adverse actions.</u> Proposes to suspend, furlough without pay,	Deputy General Counsel, Associate General Counsels,	a. The deciding official may not also be the proposing official.

Delegated Authority	Redelegated To	Limitations
reduce in grade or pay, or remove GS employees; makes final decision on such proposals.	Supervisors	b. This authority may not be redelegated.
h. <u>Actions based on unsatisfactory performance.</u> Proposes removal or reduction in grade for GS employees for unsatisfactory performance; makes final decision on such proposals.	Deputy General Counsel, Associate General Counsels, Supervisors	
i. <u>Probationary employees.</u> When notice of proposed action is not required by law, makes final decision to remove, suspend, furlough without pay, or reduce in grade probationary employees.	Deputy General Counsel, Associate General Counsels	This authority may not be redelegated.
j. <u>Leave.</u> Approves requests for annual, sick leave, or leave without pay.	Deputy General Counsel, Associate General Counsels, Supervisors	This authority may not be redelegated.
k. <u>Advanced sick leave.</u> Approve requests for up to 240 hours of advanced sick leave.	Deputy General Counsel, Associate General Counsels	This authority may not be redelegated.
l. <u>Training.</u> Approves requests for training.	Deputy General Counsel	This authority may not be redelegated.
21. Official travel. Approves official travel and relocation for OGC employees, in accordance with the HB, GSA Internal Travel Regulation, Ch. 2., Authorization and Approval of Official Travel, Part I, Delegation of Travel Authority. (PFM P 4290.1.)	Deputy General Counsel	Authority to approve travel is limited to amounts of \$1100 or less. Amounts of more than \$1100 require approval of the General Counsel.

PART 3 DELEGATION OF AUTHORITY FROM THE ADMINISTRATOR TO OGC OFFICIALS

Delegated Authority		Delegated To	Limitations
1. Ethics Program Management			
a.	Serves as the Designated Agency Ethics Official.	Deputy General Counsel (Career)	This authority may not be redelegated.
b.	Responsible for administering titles I and V of the Ethics in Government Act of 1978, as amended, and regulations promulgated thereunder, and other statutes and regulations applicable to agency ethics matters. Responsible for taking all actions authorized or required by 5 CFR Part 2638, including coordinating and managing the agency's ethics program (5 CFR Part 2638) and serving as liaison to the Office of Government Ethics with regard to all aspects of the agency's ethics program.	Deputy General Counsel (Career)	This authority may not be redelegated.
c.	Serves as the Alternate Designated Agency Ethics Official.	Associate General Counsel for Ethics	This authority may not be redelegated.
d.	Serves as authorized agency designee to determine in advance whether the agency may accept payment for employees and/or spousal travel to meetings or similar functions. Submits to the Office of Government Ethics semiannual reports of payments accepted under this authority. (31 U.S.C. § 1353)	Deputy General Counsel (Career), Associate General Counsel for Ethics	This authority may not be redelegated.
e.	Approves exemptions under sections 203 and 205, and waivers under 18 U.S.C. §§ 203, 205, and 208(b).	Deputy General Counsel (Career), Associate General Counsel for Ethics	This authority may not be redelegated.