

# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

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March 6, 2014

EMAIL TRANSMISSION – 3/6/14

Instruction Memorandum No. MT-2014-033

Expires: 9/30/2015

To: Montana Dakotas Leadership

From: State Director

Subject: Changes to the Montana Manual Supplement, 1203 – Delegation of Authority, Release No. 1-362, dated June 15, 2011.

**Program Area:** This Instruction Memorandum (IM) covers the Delegations of Authority and Memorandums of Understanding program areas.

**Purpose:** The purpose of this IM is to change the Montana Manual Supplement, 1203 - Delegation of Authority, dated June 15, 2011, to reflect changes in the area of Memorandums of Understanding (MOU). The changes authorized per this IM will be reflected in the next update to the 1203 Delegation of Authority Manual.

**Policy/Action:** This IM changes the following delegations of authority: 1786 Memorandums of Understanding: Delegates authority to sign MOUs to the Deputy State Director (DSD), Division of Energy, Minerals and Realty; DSD, Renewable Resources and Fire Management; and the DSD, Division of Support Services for MOUs associated with programs within their respective offices. Prior to signing MOUs the DSD must consult with the State MOU Coordinator.

Following is a copy of the sections from the 1203 Delegations of Authority Manual indicating the changes to the delegations authority:

Subject Code/ Reference	X = Delegation O=Cannot be re-delegated V=O&G operations in MCFO, NDFO, and GFFO only MM=Monument Managers Only	Other	SD/ ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Dist. AOs	DM	FM	MMs	Asst FM
<b>1786 MEMORANDUMS OF UNDERSTANDING</b>												
1786	Approve Memorandums of Understanding in consultation with the State Records Administrator (State MOU Coordinator). Note: Federal funds may not be obligated in a Memorandum of Understanding. Authorities for awarding Assistance and Law Enforcement Agreements under the Grants and Cooperative Agreements Act with non-Federal parties are included under Subject Code 1511. Authorities for other Agreements are included under the appropriate Subject Code references. The authority for transferring funds to other Federal agencies is included in Subject Code 1510-17.5. See Subject Code 9260 for agreements that confer or accept law enforcement authority to and from other agencies.		X		X	X			X	X	X	

**Timeframe:** Effective Immediately.

**Budget Impact:** Minimal.

**Background:** The authority to sign MOUs is limited to the State Director, District Managers, Field Managers, and Monument Managers. This IM delegates the authority to the DSD, Division of Energy, Minerals and Realty; DSD, Renewable Resources and Fire Management; and the DSD, Division of Support Services. This authority is to be used after consultation with the State MOU Coordinator.

**Manual/Handbook Sections Affected:** Montana Supplement to the 1203 - Delegation of Authority Manual Release No. 1-362, dated June 15, 2011.

**Coordination:** N/A

**Contact:** If you have any questions or need further information, please contact Barb Riveland, Management and Program Analyst (MT934), at (406) 896-5253.

Signed by:  
Katherine P. Kitchell  
for Jamie E. Connell  
State Director

Authenticated by:  
Aleta Zahorodny  
Staff Assistant (MT930)

1 Attachment

1-[Form 1203-2, Delegation of Authority for signing Memorandums of Understanding](#) (1 p)