

## BOEM ADMINISTRATIVE DELEGATIONS - LEVELS OF AUTHORITY

| 14. BOEM PROPERTY   | DOI | Dir. (D)/<br>Deputy Dir.<br>(DD) | AD-Admin<br>(ADA) | D/DD Office Chiefs;<br>Program/Office Chiefs;<br>Regional Directors | OTHERS   |
|---|-----|----------------------------------|-------------------|---|--|
| A. Relief of accountability for missing, damaged, obsolete, or unserviceable property that is \$5,000 or greater and sensitive.   |     |                                  |                   |   | BSEE PSB <sup>1</sup> - A  |
| B. Designates officials authorized to issue DI-1934, property pass.   |     |                                  |                   |   | BSEE PMO <sup>2</sup> /BSEE PMS <sup>3</sup> - A                     |
| C. Certifies accuracy of physical inventories.  |     |                                  |                   |   | CPO <sup>4</sup> /BSEE PMO <sup>2</sup> or BSEE PMS <sup>3</sup> - A |
| D. Certifies annual inventory of controlled property.   |     |                                  |                   |   | BSEE APO <sup>5</sup> - A  |
| E. Designates cognizant employee of accountable property.   |     |                                  |                   |   | CPO <sup>4</sup> - A   |
| F. Randomly selects property inventory lists for reinventory and recertification.   |     |                                  |                   |   | BSEE PMO <sup>2</sup> or BSEE PMS <sup>3</sup> - A                   |
| G. Approval to use non-government property on a government site.  |     |                                  | A                 |   |  |
| H. Government furnished property (all matters).   |     |                                  |                   |   | BSEE Contracting Officer - A   |
| A - Approve C - Concur  |     |                                  |                   |   |  |
| <sup>1</sup> Property Survey Board <sup>2</sup> Property Management Officer <sup>3</sup> Property Management Specialist <sup>4</sup> Custodial Property Officer<br><sup>5</sup> Accountable Property Officer (BSEE Associate Director for Administration) |     |                                  |                   |   |  |