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CHAPTER 1. AUTHORITIES RETAINED BY THE DIRECTOR

1. General. This chapter is included in this handbook to serve as a reference.
2. Authorities Retained. Chapter 1 identifies those MRM Program authorities retained by the Director.
3. Redelelegation. These authorities may be redelegated if authorized by regulation and at the discretion of the Director.
4. Procedures for Redelelegation.
 - A. The requesting office will submit to the AD-MRM a memorandum which contains the authority to be redelegated, citation, level of approval requested, and justification for the redelegation. The AD-MRM will consult the Director regarding proposed re-delegations.
 - B. The AD-MRM will then request the DAD-MRM to revise and process the manual chapter and handbook in accordance with the procedures of the MMS Directives System.
 - C. Approval of the manual chapter by the Director will constitute approval of the requested redelegation, and the revision to the handbook may then be released.
 - D. This Manual and Handbook will be updated as necessary to reflect major reorganizations, issuance of new regulations, or at a minimum every 3 years.

AUTHORITIES RETAINED BY THE DIRECTOR

Authority		Citation	Approval Level
1.01	Determine whether eligible refiners have access to adequate supplies of crude oil at equitable prices, elect to take royalty oil in kind, and sell royalty oil to eligible refiners.	30 CFR 208.4	Director
1.02	Suspend royalty oil contracts, upon the recommendation of the Secretary of Defense or the Secretary of Energy, during a national emergency declared by the Congress or the President.	30 CFR 208.17	Director
1.03	Approve negotiated agreements on behalf of the MMS.	218 DM 1.1	Director for agreements of \$1,000,000 and more: and, for all agreements containing future valuation provisions. AD-MRM for agreements less than \$1,000,000.
1.04	Approve rules and publish in the <u>Federal Register</u> .	218 DM 6	Director
1.05	Enter into binding Future Valuation Agreements for Federal oil, and gas.	30 CFR 206	Director
1.06	Provide binding valuation determinations for gas and coal.	30 CFR 206	Director

CHAPTER 2. AUTHORITIES RETAINED BY THE AD-MRM

1. Authorities Retained. Chapter 2 identifies authorities retained by the AD-MRM.
2. Redelelegation. These authorities may be redelegated.
3. Procedures for Redelelegation.
 - A. The requesting office will submit to the AD-MRM a memorandum which contains the authority to be redelegated, citation, level of approval requested, and justification for the redelegation.
 - B. The AD-MRM will direct the DAD-MRM to revise and process the handbook in accordance with the procedures of the MMS Directives System.
 - C. Approval of the handbook by the AD-MRM or issuance Interim Policy Directive will constitute approval of the requested redelegation.

AUTHORITIES RETAINED BY THE AD-MRM

Authority		Citation	Approval Level
2.01	Approve negotiated agreements on behalf of the MMS.	218 DM 1.1	AD-MRM for agreements less than \$1,000,000. Director for agreements of \$1,000,000 and more; and for all agreements containing future valuation provisions.
2.02	Approve notices, except rule-related notices relating to appeals, and publish in the <u>Federal Register</u> .	MMSM 318.1	AD-MRM
2.03	Negotiate compacts or contracts with Indian Tribes for Indian self determination.	25 USC 458aa-hh	AD-MRM
2.04	Issue orders to perform restructured accounting for Federal oil and gas.	30 U.S.C. 1724	AD-MRM
2.05	Approve a valuation determination for Federal oil production which is binding on MMS and delegated state but not the lessee.	30 CFR 206.107	AD-MRM
2.06	Approve industry tendering programs.	30 CFR 206.103	AD-MRM
2.07	Approve the royalty value of non-arm's-length oil production with a tendering program in the Rocky Mountain Region.	30 CFR 206.103	AD-MRM
2.08	Establish alternative valuation method if the other benchmarks for the Rocky Mountain Region give an unreasonable value.	30 CFR 206.103	AD-MRM
2.09	Establish reasonable value if index prices no longer represent reasonable value in any particular case.	30 CFR 206.103	AD-MRM

AUTHORITIES RETAINED BY THE AD-MRM

Authority		Citation	Approval Level
2.10	Establish value at the refinery if the lessee transports its production there and must use an index price but believes the index price to be unreasonable.	30 CFR 206.103	AD-MRM
2.11	Approve location or quality adjustments for non-arm's-length exchange agreements.	30 CFR 206.112	AD-MRM
2.12	Approve location/quality adjustments if the lessee cannot determine its adjustment where it disposes of production under one or more arm's-length exchange agreements or transports production directly to a market center or alternate disposal point.	30 CFR 206.112	AD-MRM
2.13	Approve a valuation or gross proceeds determination for federal geothermal production that is binding on MMS and delegated state but not the lessee	30 CFR 206.364	AD-MRM
2.14	Authorize an officer or employee of the MMS or other Government official to inspect records of an offshore or onshore lease maintained by a lessee, operator, revenue payor, or other person.	30 CFR 212.51	AD-MRM
2.15	Enter into cooperative agreements with States and Indian tribes to share onshore oil or gas royalty management information and to carry out auditing and related investigation or enforcement activities in cooperation with the Secretary.	30 CFR 228.4	AD-MRM

AUTHORITIES RETAINED BY THE AD-MRM

Authority		Citation	Approval Level
2.16	Prescribe format for cooperative agreement which may be requested by a State or by an Indian tribe.	30 CFR 228.100	AD-MRM
2.17	Notify appellant in writing when payments or other assessments shall not be suspended pending appeal.	30 CFR 243.8	AD-MRM
2.18	Determine whether a reward will be paid and if so, the amount of the reward.	30 CFR 218.57	AD-MRM
2.19	Compromise or reduce the final civil penalty amount due on a case.	30 CFR 241.76	AD-MRM
2.20	Commence termination of a cooperative agreement by giving a 120-day written notice of intent to terminate.	30 CFR 228.101	AD-MRM
2.21	Establish, after consultation with States and Indian tribes, standards for carrying out the activities under the provisions of a cooperative agreement.	30 CFR 228.102	AD-MRM
2.22	Delegate authority to States to conduct audits and related investigations with respect to all Federal lands within a State and to those Indian lands to which a State has received permission from the respective tribe(s) or allottee(s) to carry out audit activities.	30 CFR 229.4	AD-MRM

AUTHORITIES RETAINED BY THE AD-MRM

Authority		Citation	Approval Level
2.23	Appoint a representative to conduct a hearing or hearings and determine the ability of the petitioning State to carry out the delegated responsibilities requested.	30 CFR 229.102	AD-MRM
2.24	Terminate a delegation of authority to a State when it is determined that the State has failed to substantially comply with the provisions of the delegation of authority.	30 CFR 229.103	AD-MRM
2.25	After first application approval by the MMS Executive Committee, approve specific transactions or a class of transactions for RIK production exchanges, fixed price contracts, and sales transactions to downstream markets.	RIK Risk Management Procedures Manual Sec. 3.2	AD-MRM
2.26	Approve RIK multi-year sales contracts including embedded options.	RIK Risk Management Procedures Manual Sec. 3.2	AD-MRM
2.27	Endorse multi-year transportation contracts, contract amendments and processing agreements.	FAR Applicability Memorandum from the Associate Solicitor to AD MRM dated Nov. 7, 2007	AD-MRM

AUTHORITIES RETAINED BY THE AD-MRM

Authority		Citation	Approval Level
2.28	Approve RIK multi-year Invitation for Offers on gas or oil sales and negotiated sales which includes transaction structure, point of sale pricing instruments and contract terms.	RIK Risk Management Procedures Manual Sec. 8 Table 7	AD-MRM
2.29	Establish royalty oil purchase limitations and withhold royalty oil from sale offerings.	30 CFR 208.4	AD-MRM
2.30	Determine the initial contract fee prior to a sale of royalty oil.	30 CFR 208.4	AD-MRM
2.31	Determine if an interim sale should be held if substantial additional royalty oil becomes available.	30 CFR 208.4	AD-MRM

CHAPTER 3. AUTHORITIES REDELEGATED BY THE AD-MRM

1. Delegations of Authority. The authorities contained in Chapter 3 are redelegated by the AD-MRM.
2. Redelegation. These authorities may be further redelegated as permissible.

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.01	Designate, in writing, collection officers, including authority for changes and revocations of such designations. This authority is limited to collections made relative to the mission of the MRM.	31USC 3711(g)	Deputy Associate Director for MRM (DAD-MRM)
3.02	Designate, in writing, certifying officers, including authority for changes and revocations of such designations. This authority is limited to activities relative to the mission of the MRM.	31 U.S.C. 3528	DAD-MRM
3.03	With concurrence of the Department of Justice, write off balances greater than \$100,000 for bankrupt payors of Federal and Indian lease-related invoices. Write off would occur only after all bankruptcy proceedings are final and all collection actions have been pursued and completed.	31 U.S.C. 3711 Departmental Accounting Manual Chap. 8 4 CFR 104 MMSM 220.1	DAD-MRM
3.04	Approve disposition of records kept by the States under delegation agreements.	30 CFR 229.121	MRM Records Officer
3.05	Issue MRM policy and procedures manuals, and user and systems management documentation applying to the operational activities of MRM and which are not part of the MMS Directives System.	30 CFR 201.100, 210.204, 216.15	DAD-MRM

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.06	Issue tolling agreements related to the statute of limitations on pending audits.	30 U.S.C. 1724	CAM Manager Federal Onshore Oil and Gas CAM Manager Offshore
3.07	Determine the value of avoidably lost, wasted, or drained geothermal resources when BLM determines that such volumes were avoidably lost or wasted, or drained from a lease for which compensatory royalty is due.	30 CFR 202.351	CAM Program Director
3.08	Approve a request for a royalty rate determination.	30 CFR 202.550	CAM Manager Indian Oil and Gas
3.09	Provide instructions on royalty value of gas based on entitlements if a lease is not in an approved Federal unit or communitization agreement (AFA).	30 CFR 202.551	CAM Manager Indian Oil and Gas
3.10	Approve lessees to report and pay royalties based on entitlements if a lease is not in an approved Federal unit or communitization agreement (AFA).	30 CFR 202.551	CAM Manager Indian Oil and Gas
3.11	Determine major portion royalty value for gas production if lessee takes none or only part of their entitled production from an approved Federal unit or communitization agreement.	30 CFR 202.554	CAM Manager Indian Oil and Gas
3.12	Determine the value of coal for advance royalty purposes. (Authority granted to MMS through 43 CFR 3453.4 and Tripartite MOU, among MMS, BLM, and BIA.)	30 CFR 203.250	CAM Program Director

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.13	Provide non-binding valuation guidance, for royalty purposes, of oil sold under arm's-length transactions.	30 CFR 206.59	CAM Manager Indian Oil and Gas
3.14	Determine major portion value of oil for Indian leases.	30 CFR 206.54	CAM Manager Indian Oil and Gas
3.15	Provide non-binding valuation guidance for oil upon lessee's request.	30 CFR 206.59	CAM Manager Indian Oil and Gas
3.16	Approve an oil transportation allowance deduction in excess of 50 percent of the value of the oil.	30 CFR 206.55	CAM Manager Indian Oil and Gas
3.17	Approve costs of transporting non-royalty bearing production.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.18	Approve a cost-allocation method on the basis of the values of the products transported under an arm's-length transportation contract.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.19	Approve a proposed allocation procedure if an arm's-length transportation contract contains both gaseous and liquid products and the transportation costs attributable to each product cannot be determined from the contract.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.20	Approve transportation factor in excess of 50 percent of the base price of the product.	30 CFR 206.56	CAM Manager Indian Oil and Gas

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.21	Approve a longer period to retroactively claim an oil transportation allowance.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.22	Approve a period of more than 3 months for the lessee to claim a retroactive arm's-length or non-arm's-length oil transportation allowance.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.23	Approve change to a lessee's elected depreciated method for an oil transportation system under a non-arm's-length situation.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.24	Approve a cost-allocation method on the basis of the values of the oil products transported under a non-arm's-length transportation contract.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.25	Approve a proposed cost allocation procedure where both gaseous and liquid products are transferred through the same transportation system.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.26	Approve an exception from the requirements to compute actual costs under non-arm's-length or no contract situations.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.27	Establish, in appropriate circumstances, oil transportation reporting requirements that are different from those required by the Indian oil valuation regulations.	30 CFR 206.56	CAM Manager Indian Oil and Gas
3.28	Approve transportation allowances in excess of 50 percent of the value of the oil.	30 CFR 206.109	CAM Manager Onshore Oil and Gas CAM Manager Offshore

Supersedes Release No. 212

Date: March 26, 2008

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.29	Approve cost-allocation methods for transportation allowances for multiple products.	30 CFR 206.110	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.30	Approve transportation factors in excess of 50 percent of the base price of the product.	30 CFR 206.110	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.31	Approve depreciation methods for non-arm's-length transportation allowances.	30 CFR 206.111	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.32	Approve proposed cost allocation methods for non-arm's-length transportation allowances.	30 CFR 206.111	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.33	Provide non-binding valuation guidance for unprocessed gas not sold at arm's length.	30 CFR 206.152	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.34	Provide non-binding valuation guidance for processed gas.	30 CFR 206.153	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.35	Approve method for determining the quantity of residue gas and gas plant products allocable to each lease.	30 CFR 206.154	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.36	Approve requests for transportation allowances greater than 50% of the value of the unprocessed gas.	30 CFR 206.156	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.37	Approve requests for a cost allocation method on the basis of the values of the products transported.	30 CFR 206.157	CAM Manager Onshore Oil and Gas CAM Manager Offshore

Supersedes Release No. 212

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Date: March 26, 2008

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.38	Approve requests for exceptions to the requirements to compute actual costs.	30 CFR 206.157	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.39	Approve processing allowance requests in excess of the 66 2/3% of the value of each gas plant product.	30 CFR 206.158	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.40	Approve requests to allow extraordinary costs and direct lessees how to report the deduction.	30 CFR 206.158	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.41	Approve requests for a cost allocation method on the basis of the values of the products processed.	30 CFR 206.159	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.42	Approve requests to change depreciation method.	30 CFR 206.159	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.43	Approve requests for non-arm's-length exceptions to the requirements to compute actual costs.	30 CFR 206.159	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.44	Approve requests to exclude some or all tribal/allotted leases from index zone valuation.	30 CFR 206.172	CAM Manager Indian Oil and Gas
3.45	Terminate exclusion of tribal/allotted leases from index zone valuation.	30 CFR 206.172	CAM Manager Indian Oil and Gas
3.46	Publish index zone information in the Federal Register.	30 CFR 206.172	CAM Manager Indian Oil and Gas
3.47	Approve a lessee's request to return to the actual dual accounting method at a time other than at the beginning of the election period.	30 CFR 206.173	CAM Manager Indian Oil and Gas

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.48	Provide non-binding valuation guidance for unprocessed gas, processed gas, and gas plant products in situations when an index-based zone cannot be used.	30 CFR 206.174	CAM Manager Indian Oil and Gas
3.49	Approve other methods for determining quantity of residue gas and gas plant products allocable to each lease.	30 CFR 206.175	CAM Manager Indian Oil and Gas
3.50	Approve transportation allowance deduction in excess of the 50 percent of the value of the unprocessed gas, residue gas, and gas plant products.	30 CFR 206.177	CAM Manager Indian Oil and Gas
3.51	Approve cost-allocation method based on the value of the products transported under an arm's-length contract.	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.52	Approve an allocation procedure when an arm's-length transportation contract includes both gaseous and liquid products and the transportation costs attributable to each cannot be determined from the contract.	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.53	Approve transportation factor in excess of 50 percent of the base price of the product.	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.54	Approve a longer time period other than that required by 30 CFR Part 206 for lessee to submit actual cost information to support the allowance on Form MMS-4295 (Gas Transportation Allowance Report).	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.55	Approve change to a lessee's elected depreciated method for a gas transportation system under a non-arm's-length situation.	30 CFR 206.178	CAM Manager Indian Oil and Gas

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.56	Approve a cost-allocation method on the basis of the values of the gas products transported under a non-arm's-length transportation contract.	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.57	Approve a different reporting procedure on allotted/tribal leases for gas transportation allowances.	30 CFR 206.178	CAM Manager Indian Oil and Gas
3.58	Approve payor requests for exception to the 3-month retroactive limitation to file transportation and processing allowance forms.	30 CFR 206.178 30 CFR 206.180	CAM Manager Indian Oil and Gas
3.59	Approve an allocation procedure if an arm's-length contract includes more than one gas plant product and the processing attributable to each product cannot be determined by the contract.	30 CFR 206.180	CAM Manager Indian Oil and Gas
3.60	Approve a longer time period other than that required by 30 CFR Part 206 for lessee to submit actual cost information to support the allowance on Form MMS-4109 (Gas Processing Summary Report).	30 CFR 206.180	CAM Manager Indian Oil and Gas
3.61	Approve change to depreciation method for a processing plant.	30 CFR 206.180	CAM Manager Indian Oil and Gas
3.62	Approve a proposed comparable processing fee to establish processing costs for dual accounting purposes when lessees do not process the gas.	30 CFR 206.181	CAM Manager Indian Oil and Gas
3.63	Provide non-binding valuation guidance for coal.	30 CFR 206.257	CAM Program Director

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.64	Approve a lessee's request for an exception from the requirements to compute actual costs for Federal coal transportation.	30 CFR 206.262	CAM Supervisor Solid Minerals and Geothermal
3.65	Approve request to modify the deduction period for transmission deductions for electricity generation.	30 CFR 206.353	CAM Supervisor Solid Minerals and Geothermal
3.66	Approve request to modify the deduction period for generating deductions for electricity generation.	30 CFR 206.354	CAM Supervisor Solid Minerals and Geothermal
3.67	Approve methodology for determining geothermal transportation allowances.	30 CFR 206.359	CAM Supervisor Solid Minerals and Geothermal
3.68	Provide non-binding valuation guidance for geothermal resources used for direct use purposes.	30 CFR 206.364	CAM Program Director
3.69	Provide non-binding valuation guidance for geothermal byproducts.	30 CFR 206.364	CAM Program Director
3.70	Approve request for a value or gross proceeds non-binding guidance for geothermal resources.	30 CFR 206.364	CAM Program Director
3.71	Determine the fee charged to state, tribal, or local government lessee for the use of geothermal resources.	30 CFR 206.366	CAM Supervisor Solid Minerals and Geothermal
3.72	Approve a longer time period for a lessee to submit retroactive claims for coal washing allowances.	30 CFR 206.458	CAM Supervisor Solid Minerals and Geothermal
3.73	Approve request to change depreciation method for coal washing.	30 CFR 206.458	CAM Supervisor Solid Minerals and Geothermal
3.74	Approve request to change depreciation method for transportation.	30 CFR 206.461	CAM Supervisor Solid Minerals and Geothermal

AUTHORITIES REDELEGATED BY THE AD-MRM

	Authority	Citation	Approval Level
3.75	Approve request for an exception from the requirement to compute actual costs.	30 CFR 206.461	CAM Supervisor Solid Minerals and Geothermal
3.76	Establish different reporting requirements from those identified in this section.	30 CFR 206.461	CAM Supervisor Solid Minerals and Geothermal
3.77	Approve proposal to value Indian coal developed by in-situ and surface gasification and liquefaction operations.	30 CFR 206.463	CAM Program Director
3.78	Direct the audit of accounts and books of lessees, operators, payors, and/or purchasers of royalty oil taken in kind at times other than annually.	30 CFR 208.15	CAM Manager Onshore Oil and Gas CAM Manager Offshore
3.79	Initiate and conduct audits relating to the scope, nature, and extent of compliance with applicable regulations and orders by lessees, operators, revenue payors, and other persons with royalty, rental, net profit share, and other payment requirements including interest, on a Federal or Indian oil and gas lease, and issue orders to pay for additional royalties or records and analyses.	30 CFR 217.50	CAM Manager Onshore Oil and Gas CAM Manager Offshore CAM Manager Indian Oil and Gas
3.80	Initiate and conduct audits relating to coal lease operations.	30 CFR 217.200	CAM Supervisor Solid Minerals & Geothermal
3.81	Authorizing an officer or employee of the MMS or other Government official to conduct an audit or review of records, including the inspection of records of a Federal geothermal lease maintained by a lessee, operator, revenue payor, or other person.	30 CFR 217.300	CAM Supervisor Solid Minerals & Geothermal

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.82	Authorizing an officer or employee of the MMS or other Government official to conduct lease account reconciliations of a Federal geothermal lease.	30 CFR 217.301	CAM Supervisor Solid Minerals & Geothermal
3.83	Approve changes to allowable deductions for OCS oil and gas Net Profit Share Leases (NPSL).	30 CFR220.011	CAM Manager Offshore
3.84	Initiate audit of accounts of an NPSL lessees, or of a contractor of the lessee when accounts are related to cash out cumulative imbalance.	30 CFR 220.033	CAM Manager Offshore
3.85	Conduct examinations of state activities under the delegation agreement program.	30CFR 229.110	CAM State and Tribal Contract Administrator
3.86	Approve changes to audit work plans submitted by the states under delegation agreements.	30 CFR 229.122	CAM State and Tribal Contract Administrator
3.87	Request that the regulatory authority of the state under a delegation agreement provide competent and knowledgeable staff for testimony, as well as required documentation and analysis in support of the lessor's position during the appeal process.	30 CFR 229.126	CAM Program Director

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.88	Endorse the invitation for offers on gas or oil sales which includes transaction structure, point of sale, pricing instruments, and contract terms.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Manager, Gas Front Office or Manager, Oil Front Office
3.89	Approve invitation for offers on gas or oil sales which includes transaction structure, point of sale, pricing instruments, and contract term for one year or less. (Multi-year invitations for offers must be approved by the MRM AD in accordance with item 2.28)	RIK Risk Management Procedures Manual Sec. 8, Table 7	Deputy Program Manager, RIK
3.90	Propose gas or oil sales contracts which include the base contract, embedded options, transaction confirmations, and contract amendments.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Manager, Gas Front Office or Manager, Oil Front Office
3.91	Review gas or oil sales contracts which include the base contract, embedded options, transaction confirmations, and contract amendments.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Manager, RIK Mid-Office
3.92	Endorse gas or oil sales contracts which include the base contract, embedded options, transaction confirmations, and contract amendments.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Deputy Program Manager, RIK

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.93	Approve, administer, or terminate oil and gas sales contracts, embedded options, and make related determinations and findings. (Multi-year oil and gas sales contracts must be approved by the MRM AD in accordance with item 2.26)	Delegation Memorandum dated December 11, 2007, from MRM AD to RIK Program Director	Program Director, RIK
3.94	Endorse credit limits and surety decisions on potential purchasers.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Manager, RIK Mid-Office
3.95	Approve credit limits and surety decisions on potential purchasers.	RIK Risk Management Procedures Manual Sec. 8, Table 7	Program Director, RIK
3.96	Review/propose transportation contracts, contract amendments, and processing agreements.	RIK Risk Management Procedures Manual Sec. 8, Table 8	Manager, Gas Front Office or Manager, Oil Front Office
3.97	Review credit for transportation contracts, contract amendments, and processing agreements.	RIK Risk Management Procedures Manual Sec. 8, Table 8	Manager, RIK Mid-Office
3.98	Endorse transportation contracts contract amendments, and processing agreements for contracts one year or less.	RIK Risk Management Procedures Manual Sec. 8, Table 8	Deputy Program Manager, RIK

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.99	Approve transportation contracts contract amendments, and processing agreements.	FAR Applicability Memorandum from the Associate Solicitor to AD MRM dated Nov. 7, 2007	Contracting Officer
3.100	Endorse transportation/processing and related services payments.	RIK Risk Management Procedures Manual Sec. 8, Table 8	Manager, RIK Back Office
3.101	Approve transportation/processing and related services payments.	RIK Risk Management Procedures Manual Sec. 8, Table 8	MMS Finance Office
3.102	Approve cash out cumulative imbalances if Facility Measure Point (FMP) reverts to Royalty-in-Value (RIV).	RIK Risk Management Procedures Manual Sec. 5.1	Manager, RIK Back Office
3.103	Approve cash out cumulative imbalance if property (lease/agreement) terminated or removed from RIK.	RIK Risk Management Procedures Manual Sec. 5.1	Manager, RIK Back Office
3.104	Approve cash out cumulative imbalance if extraordinary cumulative imbalances exist with monetary implications.	RIK Risk Management Procedures Manual Sec. 5.1	Manager, RIK Back Office

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.105	Approve cash out cumulative imbalance if reassignment of operators.	RIK Risk Management Procedures Manual Sec. 5.1	Manager, RIK Back Office
3.106	Approve invoicing dispute resolution.	RIK Risk Management Procedures Manual Sec. 5.1	Manager, RIK Back Office
3.107	Approve pipeline imbalance cash outs.	RIK Risk Management Procedures Manual Sec. 5.2	Manager, RIK Back Office
3.108	Approve interest bill for late payments.	RIK Risk Management Procedures Manual Sec. 5.2	Manager, RIK Back Office
3.109	Write off of uncollectible amounts up to \$1,000.	AD/MRM Write-Off Policy, 1/8/06 and RIK Risk Management Procedures Manual Sec. 5.4.3	Supervisor, RIK Back Office
3.110	Write off of uncollectible amounts over \$1,000 but less than \$10,000.	AD/MRM Write-Off Policy, 1/8/06 and RIK Risk Management Procedures Manual Sec. 5.4.3	Manager, RIK Back Office

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.111	Write off of uncollectible amounts of \$10,000 to \$100,000.	AD/MRM Write-Off Policy, 1/8/06 and RIK Risk Management Procedures Manual Sec. 5.4.3	Deputy Program Manager, RIK
3.112	Write off of uncollectible amounts over \$100,000.	AD/MRM Write-Off Policy, 1/8/06 and RIK Risk Management Procedures Manual Sec. 5.4.3	Program Director, RIK with concurrence of AD/MRM and the Department of Justice
3.113	Approve payor/reporter handbooks that provide guidance and instructions in accordance with the Code of Federal Regulations.	MMSM 220.1	Chief, FM
3.114	Sign and approve requests for refunds.	30 CFR 201.100	Supervisors, Financial Services Team
3.115	Grant to payors exceptions for late payment charges when estimated payments on mineral production have previously been made in accordance with instructions.	30 CFR 218.51	Chief, FM
3.116	Specify format for payment identification when aggregate payments are made (single check) for Indian leases.	30 CFR 218.51	Supervisor, General Ledger Team

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.117	Approve exemption from late payment charges on lessees and operators of onshore oil and gas leases on payments due the lessor.	30 CFR 218.102	Chief, FM
3.118	Approve exemption from late payment of charges to lessees and operators of offshore oil, gas, and sulfur leases on payments due lessor.	30 CFR 218.150	Chief, FM
3.119	Disburse monies to States for their shares of revenues from onshore oil and gas leases	30 CFR 219.102	Supervisor, Accounts Payable Team
3.120	Transfer mineral revenues received from Indian leases to the appropriate Indian accounts.	30 CFR 219.103	Supervisor, Accounts Payable Team
3.121	Issue requests to Bureau of Indian Affairs (BIA), Bureau of Land Management (BLM), and Offshore for collecting under lease surety instruments any amounts due MMS for delinquent debts per BIA/BLM/MMS Memorandum of Understanding.	31 CFR Part 225	Supervisor, Debt Collection
3.122	Suspend or terminate (write off) Federal and Indian delinquent amounts up to \$1,000, after established collection steps have been taken or bankruptcy actions have been completed.	MMSM 220.1	Supervisors, Financial Services Team

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.123	Suspend or terminate (write off) Federal and Indian delinquent amounts over \$1,000, but less than \$10,000, after established collection steps have been taken or bankruptcy actions have been completed.	31 U.S.C. 3711 Departmental Accounting Manual Chap. 8	Manager, Financial Services
3.124	Suspend or terminate (write off) Federal and Indian delinquent amounts over \$10,000, but less than \$100,000, after established collection steps have been taken or bankruptcy actions have been completed.	31 U.S.C. 3711 Departmental Accounting Manual Chap. 8	Chief, FM with concurrence Chief, OE
3.125	Write off small amounts prior to referral to Treasury. The limits are: Indian -\$25.00, Federal Invoice \$200, Lease \$400, Lessee \$200.	31 U.S.C. 3711 Departmental Accounting Manual Chap. 8	Supervisors, Financial Services
3.126	Establish installment payment agreement for any royalty-related indebtedness and collect delinquent debts in installment payment to include principal, interest, penalties, and administrative costs.	DOI Credit and Debt Management Handbook	Chief, FM
3.127	Reduce over-calculated bills based on appeals or other information.	30 CFR 290	Manager, Financial Services
3.128	Issue late reporting invoices.	30 CFR 218.40	Supervisors, Financial Services
3.129	Issue late-payment and lease financial invoices.	30 CFR 218.54, 218.102, 218.202, 218.302	Supervisors, Financial Services

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Authority		Citation	Approval Level
3.130	Issue civil penalty invoices prior to Treasury referral.	30 CFR 241.53 30 CFR 241.60 30 CFR 241.61	Supervisor, Financial Services
3.131	Authorize a different reporting frequency or omit the filing of the OGOR oil and gas operations and corroborative reports.	30 CFR 216	Manager, Reporting Services
3.132	Issue assessments for failure to submit payment of same amount as Form MMS-2014 or Bill document or to provide adequate information for Indian, Solids, or Geothermal leases.	30 CFR 218.41	Supervisors, Financial and Accounting Services
3.133	Issue Form 1099s for miscellaneous income for closeouts and interest.	26 CFR 1.64041-1	Supervisors, Financial Services
3.134	Assess and collect monies from holders of leases issued or maintained under the OCSLA, and any holder of an offshore exploration permit or of an easement or right-of-way for the construction of a pipeline, and deposit these monies in the Fisherman's Contingency Fund.	30 CFR 218.152	Manager, Financial Services
3.135	Reduce amounts based on appeals or other information for CAM-initiated over-calculated bills.	30 CFR 290	Manager, Financial Services with Program Director, CAM concurrence
3.136	Issue assessments for liquidated damages for late, missing, or erroneous royalty reports for Indian, Solids, or Geothermal leases.	30 CFR 218	Manager, Reporting Services and Program Director, CAM

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.137	Grant extension to payors or other parties adversely affected who appeal and wish to submit additional supporting documentation for their appeal.	30 CFR 290 DOI Debt Credit and Debt Management Handbook	Chief FM CAM Manager Onshore CAM Manager Offshore CAM Manager Indian CAM Team Manager Solid Minerals and Geothermal
3.138	Issue notices of noncompliance and civil penalty for intentional violations to a person who knowingly and willingly fails to make any payment due by the date as specified by statute, regulation, order, or terms of the lease.	30 CFR 241.60(a)(1)	Enforcement Operations Officer
3.139	Issue notices of noncompliance and civil penalty for intentional violations to a person who fails or refuses to permit lawful entry, inspection, or audit (including failure to provide properly requested information).	30 CFR 241.60(a)(2)	Enforcement Operations Officer
3.140	Issue notices of noncompliance and civil penalty for intentional violations to a person who knowingly or willfully fails to notify the Secretary within 5 business days after any well begins production on a lease site or allocated to a lease site, or resumes production in the case of a well which has been off production for more than 90 days of the date on which production has begun or resumed.	30 CFR 241.60(a)(3)	Enforcement Operations Officer

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.141	Issue notices of noncompliance and civil penalty for intentional violations to a person who knowingly or willfully prepares, maintains, or submits false, inaccurate, or misleading reports, notices, affidavits, records, data, or other written information.	30 CFR 241.60(b)(1)	Enforcement Operations Officer
3.142	Issue notices of noncompliance and civil penalty for intentional violations to a person who knowingly or willfully takes, removes, transports, uses, or diverts any oil or gas from any lease site without having valid legal authority to do so.	30 CFR 241.60(b)(2)	Enforcement Operations Officer
3.143	Issue notices of noncompliance and civil penalty for intentional violations to a person whom purchases, accepts, sells, transports, or conveys to another person any oil or gas knowing or having reason to know that such oil or gas was stolen or unlawfully removed or diverted.	30 CFR 241.60(b)(3)	Enforcement Operations Officer

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.144	Except in cases where authority has been specifically re-delegated by the AD-MRM, issue notices of noncompliance for non-intentional violations to a person MMS believes has failed or refused to comply with any statute, regulations, rule, order, lease, or permit governing the determination and collection of royalties, rents, or bonuses on Federal (including OCS) or Indian lands based on criteria established by the AD-MRM.	30 CFR 241.51	Enforcement Operations Officer
3.145	Issue civil penalties for non-intentional violations identified in notices of noncompliance which were not timely corrected and suspend the requirement to correct violations pending hearings.	30 CFR 241.53	Enforcement Operations Officer
3.146	Initiate enforcement actions to collect additional royalties, rents, or bonuses assessed as a consequence of audits, inspections, and investigations.	30 CFR 229.100	Enforcement Operations Officer

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.147	Make referrals to law enforcement agencies for potential criminal violations related to royalty or production matters, initiate referrals to the U.S. Department of the Treasury for the collection of unpaid civil penalties and interest thereon, and make referrals to surface management agencies for administrative action on properties held by persons who refuse or fail to correct violations cited in notices of noncompliance.	355 DM 2.1 31 31 CFR 901 30 CFR 201.100	Enforcement Operations Officer
3.148	Issue routine notices of noncompliance for non-intentional violations to a person who has failed to post a surety instrument pending an appeal of amount due.	30 CFR 243.2	Enforcement Operations Officer
3.149	Conduct investigations and issue "special orders to answer questions" regarding potential failures to comply with any statute, regulation, rule, order, lease, or permit governing the determination and collection of royalties, rents, or bonuses on Federal (including OCS) or Indian lands.	30 U.S.C. 1717(a)	Enforcement Operations Officer
3.150	Perform the duties of a bond-approving officer as defined by the Department of the Treasury and adopted by MMS. This includes accepting, increasing, decreasing, and relinquishing surety instruments.	30 CFR 243.8 31 CFR 225.1	Chief, OE

AUTHORITIES REDELEGATED BY THE AD-MRM

Authority		Citation	Approval Level
3.151	Refer and certify debts to Treasury Department.	31 CFR 901 30 CFR 201.100 IPD No. 06-05	Chief, OE
3.152	Establish surety requirements pending hearings on notices of noncompliance and civil penalties.	30 CFR 241.51 30 CFR 241.63	Chief, OE
3.153	Return surety instrument upon a final court decision which is not in favor of the agency position or receipt of a replacement surety instrument.	31 CFR 225.9	Chief, OE
3.154	Coordinate bankruptcy issues and discovery responses for lawsuits involving MRM.	30 CFR 201.100	Chief, OE
3.155	Issue orders to payors to increase/decrease surety instruments on stayed bills under appeal.	30 CFR Part 243	Chief, OE
3.156	Request from Internal Revenue Service the last known tax-filing address of a delinquent debtor when the debtor's address cannot be determined.	31 CFR 901.11 30 CFR 201.100	Chief, OE or Supervisor, Debt Collection, FM
3.157	Lead negotiations on royalty settlements and future valuation agreements	30 CFR 206	Chief, OE
3.158	Issue demand to surety instrument companies for collecting amounts due MRM for delinquent debts.	30 CFR 243.10	Chief, OE

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