

**DEPARTMENT OF THE INTERIOR
BUREAU OF OCEAN ENERGY MANAGEMENT**

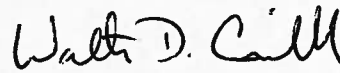
TRANSMITTAL SHEET

Version No. 1

SUBJECT: Delegation
Part 205: General Delegations
Chapter 25: Memorandums of Understanding/Memorandums of Agreements

EXPLANATION OF MATERIAL TRANSMITTED:

This Manual Chapter implements policy and provides guidance to negotiate MOUs/MOAs for the efficient operation within the Bureau of Ocean Energy Management, and to delegate execution of MOUs/MOAs to the lowest level practicable.



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Deputy Director

FILING INSTRUCTIONS:

REMOVE:

<u>Part</u>	<u>Chapter</u>	<u>Pages</u>	<u>Release</u>
205	25	1	280

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<u>Part</u>	<u>Chapter</u>	<u>Pages</u>	<u>Version</u>
205	25	1	1

OPR: BSEE, Office of Administration, Management Support Division

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Bureau of Ocean Energy Management Manual**

Effective Date: ~~APR~~ -2 2012

Version No. 1

Series: Delegation Series

Part 205: General Delegations

Chapter 25: Memorandums of Understanding (MOUs)/Memorandums of Agreements (MOAs)

Originating Office: BSEE, Office of Administration, Management Support Division

1. **Purpose.** This Manual Chapter implements policy and provides guidance to negotiate MOUs/MOAs for the efficient operation within the Bureau of Ocean Energy Management (BOEM), and to delegate execution of MOUs/MOAs to the lowest level practicable.
2. **Objective.** The objective of this chapter is to establish the procedures for entering into BOEM MOUs/MOAs.
3. **Definition.** MOUs/MOAs are always unfunded written agreements that facilitate the working relationship between two or more parties. Federal entities may enter into MOUs/MOAs with other Federal entities or with domestic public or private organizations or groups, or with a combination of both. The terms MOUs and MOAs are synonymous. The originating parties determine the desired term, and the term must be consistently used throughout the document.
4. **Responsibilities.**
 - A. The Director has the sole authority to enter into MOUs/MOAs which are *not* program-specific or made with foreign governments, foreign organizations, or foreign groups under this authority. The Director can also use his/her discretion in identifying certain other MOUs/MOAs that he/she desires to approve.
 - B. The Deputy Director may negotiate and execute MOUs/MOAs which are consistent with his/her respective Program responsibilities and authorities.
 - C. The BSEE Associate Director for Administration may negotiate and execute MOUs/MOAs which are consistent with his/her respective administrative responsibilities and authorities.
 - D. The Director/Deputy Director may redelegate authority to the Regional Directors to negotiate only those MOUs/MOAs which are consistent with their respective regional program responsibilities and authorities. This authority cannot be redelegated below the Regional Director level.