

BOEM ADMINISTRATIVE DELEGATIONS - LEVELS OF AUTHORITY

9. BOEM INFORMATION MANAGEMENT	DOI	Dir. (D)/ Deputy Dir. (DD)	D/DD Office Chiefs; Program/Office Chiefs; Regional Directors	OTHERS
REQUESTS FOR APPROVAL TO ACQUIRE INFORMATION TECHNOLOGY RESOURCES.*				
A. CHARGE CARD PURCHASES.				
1. \$0 to \$3,000				Local Manager - C / Card holder approving official - A
B. ALL OTHER IT ACQUISITIONS. ¹				
1. \$3,000 to \$100,000				
DIRECTORATE				Chief of Staff - Authorize / BSEE Chief, IMD ² - A
PROGRAM OFFICES			Authorize	BSEE Chief, ITD ³ - C / BSEE Chief, IMD ² - A
2. \$100,001 - \$500,000*				
DIRECTORATE				Chief of Staff - Authorize / BSEE Chief, IMD ² - C BSEE ADIR ⁴ - A
PROGRAM OFFICES			Authorize	BSEE Chief, ITD ³ - C / BSEE Chief, IMD ² - C BSEE ADIR ⁴ - A
A = Approve C = Concur R = Recommend				
*After receiving appropriate IT approval, follow the procurement authorities in Chapter 13, Procurement - Delegation of Authority Handbook.				
¹ Purchases of PCs and laptops from the approved DOI contracts list does not require the approval of the BSEE Chief, IMD.				
² BSEE Information Management Division			³ BSEE Information Technology Division	
⁴ BSEE Assistant Director for Information Resources (Associate Director for Admin.)				

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9. BOEM INFORMATION MANAGEMENT	DOI	Dir. (D)/ Deputy Dir. (DD)	D/DD Office Chiefs; Program/Office Chiefs; Regional Directors	OTHERS
B. ALL OTHER IT ACQUISITIONS (continued).				
3. \$500,001 - \$1,000,000*				
DIRECTORATE				Chief of Staff - Authorize / BSEE Chief, IMD ¹ - R BSEE ADIR ² - A
PROGRAM OFFICES			Authorize	BSEE Chief, ITD ³ - C / BSEE Chief, IMD ¹ - R BSEE ADIR ² - A
4. \$1,000,001 - \$5,000,000*				
DIRECTORATE	AS/LM ⁴ - A OCIO ⁵ - A	DD - C		Chief of Staff - Authorize / BSEE Chief, IMD ¹ - R BSEE ADIR ² - A
PROGRAM OFFICES	AS/LM ⁴ - A OCIO ⁵ - A	DD - C	Authorize	BSEE Chief, IMD ¹ - R / BSEE Chief, ITD ³ - C BSEE ADIR ² - A
A = Approve C = Concur R = Recommend				
¹ BSEE Information Management Division ² BSEE Assistant Director for Information Resources (Associate Director for Admin.) ³ BSEE Information Technology Division ⁴ Assistant Secretary–Land and Minerals Management ⁵ Office of Chief Information Officer approves if greater than \$2 million				
*Acquisitions that meet the following criteria must adhere to the Capital Planning and Investment Control (CPIC) Guidance, which is provided separately:				
• Total IT lifecycle costs greater than \$2 million.				
• Financial systems with a lifecycle cost greater than \$500,000.				
• BOEM Director determines it to have critical importance in accomplishing the bureau’s mission (no dollar threshold).				
• BOEM Dir. determines it as being of sufficient interest to the public and/or Congress to merit continuous involvement by BOEM senior-level management (no \$ threshold).				
• Significant multiple-bureau and/or agency impact (no dollar threshold).				
• Mandated by legislation or executive order, or identified by the Secretary as critical (no dollar threshold).				
• Department strategic or mandatory-use system (no dollar threshold).				
• Significantly differs from or affect the Department infrastructure, architecture, or standards guidelines (no dollar threshold).				
• High risk as determined by OMB, GAO, Congress and/or the CIO (no dollar threshold).				

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9. BOEM INFORMATION MANAGEMENT	DOI	Dir. (D)/ Deputy Dir. (DD)	D/DD Office Chiefs; Program/Office Chiefs; Regional Directors	OTHERS
B. ALL OTHER IT ACQUISITIONS (continued).				
5. \$5,000,001 and above*				
DIRECTORATE	AS/LM ¹ - A OCIO ² - A	DD - C		Chief of Staff - Authorize / BSEE Chief, IMD ³ - R BSEE ADIR ⁴ - A
PROGRAM OFFICES	AS/LM ¹ - A OCIO ² - A	DD - C	Authorize	BSEE Chief, IMD ³ - R / BSEE Chief ITD ⁵ - C BSEE ADIR ⁴ - A
A = Approve C = Concur				
¹ Assistant Secretary–Land and Minerals Management		² Office of Chief Information Officer approves if greater than \$2 million		
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