

HHS Transmittal 83.24
Personnel Manual
Issue Date: 9/27/83

Material transmitted

Instruction 250-25, Authority to Approve Details of Civil Service Personnel under the Public Health Service Act (page 1)
Exhibit 250-25-A, Delegation of Authority to Approve Details of Civil Service Personnel under the Public Health Service Act (pages 1-2)

Material superseded

Instruction 250-25 (pages 1-2: 69.7 and 81.3)

Background

This Instruction transmits the updated delegation of authority by the Assistant Secretary for Personnel Administration to approve details of civil service personnel under the Public Health Service Act.

The primary revisions are as follows:

1. Includes the updated delegation of authority to approve details under the Public Health Service Act in memorandum format as an exhibit;
2. Reflects minor changes in the Public Health Service Act which does not change the basic authorities delegated to the Assistant Secretary for Health; and
3. Includes authorities to be retained by the Assistant Secretary for Personnel Administration.

Filing instructions

Remove superseded material and file new material. Change Table of Contents (Instruction 002-1) for the Personnel Manual to reflect changes. Post receipt of this transmittal to the HHS Check List of Transmittals and file this transmittal in sequential order after the Check List.

Thomas S. McFee
Assistant Secretary for
Personnel Administration

Distribution: MS(PERS):HRFC-001

Subject AUTHORITY TO APPROVE DETAILS OF CIVIL SERVICE
PERSONNEL UNDER THE PUBLIC HEALTH SERVICE ACT

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Exhibit 250-25-A Delegation of Authority to Approve Details of Civil Service
Personnel under the Public Health Service Act

250-25-00 PURPOSE AND COVERAGE

This Instruction publishes the delegation of authority by the Assistant Secretary for Personnel Administration to the Assistant Secretary for Health to approve details of civil service personnel under the Public Health Service Act. It applies to all personnel of the Public Health Service (PHS) except those in the PHS Commissioned Corps. (For guidance on details of Commissioned Corps Officers under the Public Health Service Act, see Part 3 of the Commissioned Corps Personnel Manual.)

250-25-10 REFERENCES

- A. U.S. Code 215 (law - detail. of PHS personnel)
- B. HHS Instruction 300-3 (detail of employees)
- C. PHS Instruction 300-2 (detail of PHS personnel under the PHS Act)

Responsible office: Division of Policy, Office of the Assistant Secretary for Personnel
Administration, HHS (FTS 475-0108)

DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Memorandum

Date September 27, 1983

From Assistant Secretary for Personnel Administration

Subject Delegation of Authority to Approve Details of Civil Service
Personnel under the Public Health Service Act

To Assistant Secretary for Health

1. Under the authority vested in the Assistant Secretary for personnel Administration (ASPER) by memorandum from the Secretary dated January 24, 1983, I hereby delegate to the Assistant Secretary for Health the authority to:

a. Approve the detail, under 42 U.S. Code 215(a), of civil service personnel to other Executive Departments and agencies, except as noted in paragraph 2 below;

b. Approve the detail, under 42 U.S. Code 215(b), of civil service personnel to a State or political subdivision thereof;

c. Approve the detail, under 42 U.S. Code 215(c), of civil service personnel to a non-profit educational, research, or other institution engaged in health activities; and

d. Approve leave without pay, under 42 U.S. Code 215(d), for civil service personnel assigned under 42 U.S. Code 215(b) and (c).

2. The ASPER retains the authority to:

a. Approve the detail, under 42 U.S. Code 215(a), of civil service personnel to the Executive Office of the President;

b. Approve the detail, under 42 U.S. Code 215(c), of civil service personnel to a committee of Congress; and

c. Approve any non-reimbursable or partially reimbursable detail under 42 U.S. Code 215, for a Period of more than 30 days.

3. The authority retained in paragraph 2.c. above is exercised within the Office of the ASPER by the Director, Office of Personnel Policy and Communications.

Whenever a detail under the authority delegated or retained above involves the reduction of grant funds to cover the cost of the detail, the arrangement must also be approved by an official authorized to make such reduction.

This delegation does not include the authority to detail Public Health Service Commissioned Corps Officers under the Public Health Service Act, which is covered in Part 3 of the Commissioned Corps Personnel Manual.

Requirements and instructions for exercising the authorities delegated in paragraph 1 above are contained in HHS Personnel Instruction 300-3.

This delegation is effective immediately. The authorities delegated in paragraph 1 above may be redelegate and further redelegations may be authorized. Redelegations must be in writing, in memorandum format, and published as supplements to the HHS Personnel Manual.

This delegation supersedes HHS Personnel Instruction 250-8 (renumbered 250-25 by TN: 81.3), Authority to Approve Details in the Public Health Service, dated February 7, 1969. Existing redelegations made under that previous delegation will continue in effect until new redelegations are made under the authority of this memorandum.

Thomas S. McFee