



Department of Energy
Office of Science
Washington, DC 20585

December 19, 2011

MEMORANDUM FOR CYNDI MAYS

DIRECTOR, OFFICE OF HUMAN RESOURCES AND
ADMINISTRATION DIVISION
OFFICE OF SCIENCE

FROM:

JEFFREY T. SALMON *Jeffrey T. Salmon*
DEPUTY DIRECTOR FOR RESOURCE MANAGEMENT
OFFICE OF SCIENCE

SUBJECT:

Delegations of Authority for Certain Office of Science Personnel
Actions

Designated authorities assigned through the responsibilities listed in Department of Energy (DOE) Directives and Rules or otherwise delegated to me through DOE Delegation Orders are established to ensure objective and consistent decision making by appropriate levels of line management. This memorandum supersedes any earlier delegation of personnel action authority and delegates to you the Office of Science (SC) specific authorities listed on Attachment 1. The authorities listed on the attachment will continue until rescinded, amended, or superseded in writing.

Attachment 1

cc: William F. Brinkman
Joseph McBrearty

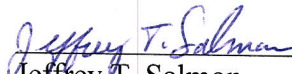


**Delegations of Authority for Cyndi Mays
Director, Office of Human Resources and Administration Division**

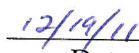
Personnel Actions

Pursuant to the Director of the Office of the Chief Human Capital Officer delegation provided to me under Redesignation Order 00-010.01-04A, I delegate to the Director, Office of Human Resources and Administration Division authority to take the following actions:

- 1.1 Approve personnel actions involving positions at the GS-15 level and below or equivalent in the competitive and excepted service.
- 1.2 Approve personnel actions involving positions above the GS-15 or equivalent level not requiring Executive Resources Board approval.
- 1.3 Approve personnel actions relating to the appointment of experts and consultants pursuant to 5 U.S.C. 3109 (Schedule A Authority).
- 1.4 Approve developmental or training assignments external to the Department of Energy (DOE or Department) of one year or less.
- 1.5 Under 5 U.S.C. 2903, administer the oath of office and execute appointment affidavits for all appointments for the DOE.



Jeffrey T. Salmon
Deputy Director for Resource
Management
Office of Science



Date