

**DELEGATION OF AUTHORITY TO THE
DIRECTOR, FINANCIAL MANAGEMENT DIVISION**

1. PURPOSE

This Directive delegates certain authorities to the Director, Financial Management Division (FMD).

2. REPLACEMENT HIGHLIGHTS

This Directive replaces APHIS Directive 1030.1, dated 10/30/97.

3. DELEGATION OF AUTHORITY

The Director or Acting Director, FMD, is delegated authority to:

- a. Sign Agency Advice of Allocation of Funds Letters.
- b. Limit allotments of funds to the Administrator and allocations of funds from the Administrator to the Deputy Administrators/Directors. The allotments and allocations are limited to amounts that are actually apportioned and are available in accordance with 31 U.S.C. 1301 and 31 U.S.C. 1341.
- c. Approve transfers of funds to other Government agencies using SF-1151, Nonexpenditure Transfer Authorization.
- d. Recommend to the Department of the Treasury names of employees to be designated as cashier and alternate cashier for the handling of imprest funds.
- e. Approve an extension of time limitation for the settlement date of residence transactions in connection with transfers of official duty station. The limitations on extensions are prescribed in Chapter 302, Federal Travel Regulations.
- f. Suspend, terminate, write-off, or compromise active collections of claims for money or property arising out of the activities of the Agency that do not exceed \$100,000, exclusive of interest.

- g. Write-off any debt that results in reporting the receivable as having no value on the APHIS financial and management reports.
- h. Negotiate and approve indirect cost rates for recipients of Domestic Federal Assistance Programs where APHIS is the cognizant Agency in accordance with designations made by the U.S. Department of Agriculture, Office of Finance and Management.
- i. Waive travel-related overpayments, without regard to amount.
- j. Adjudicate tort claims not to exceed \$2,500.

4. REDELEGATION

- a. The Branch Chief or Acting Branch Chief, Minneapolis Financial Services Branch, Minneapolis, MN, is delegated authority to:
 - (1) Recommend to the Department of the Treasury names of employees to be designated as cashier and alternate cashier for the handling of imprest funds.
 - (2) Suspend, terminate, write-off, or compromise active collections of claims for money or property arising out of the activities of the Agency that do not exceed \$20,000, exclusive of interest.
 - (3) Write-off debts up to \$100,000 that result in reporting the receivables as having no value on the APHIS financial and management reports.
- b. The Branch Chief is delegated authority to appoint certifying officers, and to amend or revoke such appointments. This authority is specific by name and may not be redelegated.

5. INQUIRIES

This Directive can be accessed on the Internet at ***www.aphis.usda.gov/library***.

/s/

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