MEMORANDUM FOR UNDER SECRETARIES, ASSISTANT SECRETARIES, AND OTHER KEY OFFICIALS

SUBJECT: Delegation of Authority for Excusing Central Office Employees From Duty Due to Weather and Public Emergency Situations

1. DELEGATION. Authority to excuse central office employees from duty is hereby delegated to Administration Heads, Assistant Secretaries, or Other Key Officials for covered individuals as defined in 5 C.F.R. § 630.1601(b) and (c) due to Weather and Public Emergency Situations.

2. AUTHORITY. 5 U.S.C. § 6329(c); 5 C.F.R. § 630.1603; VA Handbook 5011, Part III, Chapter 2, paragraph 12(u)(8); and VA Directive 0000.

3. RESTRICTIONS. Authority to excuse central office employees from duty may not exceed 7 consecutive workdays.

4. REDELEGATION. This authority may be re-delegated to the designee of the Administration Heads, Assistant Secretaries, or Other Key Officials.

5. EFFECTIVE DATE. This delegation of authority is effective upon signature and will remain in effect until rescinded.

Robert L. Wilkie