

DELEGATIONS OF AUTHORITY AND DESIGNATIONS

1. **REASON FOR ISSUE:** This revision of VA Directive 0000 updates policy and procedures for VA delegations of authority (DOA) and designations from the Secretary of Veterans Affairs, Deputy Secretary of Veterans Affairs, and Chief of Staff.
2. **SUMMARY OF CONTENTS/MAJOR CHANGES:** This revised directive:
 - a. Provides definitions and examples of which actions are delegations and which are designations.
 - b. Provides clarity on use of Authorities vs. References.
 - c. Revises template for DOAs.
 - d. Changes default sunset for DOAs and designations from 2 years to 4 years.
 - e. Adds procedures for issuing and archiving designations.
 - f. Adds responsibilities to the Executive Secretariat.
 - g. Adds guidance for Deputy Secretary and Chief of Staff issued delegations and designations.
 - h. Provides samples for delegations and designations on the Secretary's letterhead and on the Department's general letterhead.
3. **RESPONSIBLE OFFICE:** Office of Enterprise Integration (008), Office of Enterprise Policy and Governance (008D).
4. **RELATED HANDBOOK:** Not applicable.
5. **RESCISSION:** VA Directive 0000, Delegations of Authority, dated November 14, 2018.

CERTIFIED BY:

**BY DIRECTION OF THE SECRETARY
OF VETERANS AFFAIRS:**

/s/
Guy T. Kiyokawa
Assistant Secretary for
Enterprise Integration

/s/
Guy T. Kiyokawa
Assistant Secretary for
Enterprise Integration

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DELEGATIONS OF AUTHORITY AND DESIGNATIONS

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DELEGATIONS OF AUTHORITY AND DESIGNATIONS

1. **PURPOSE.** This directive sets forth policies for issuing delegations of authority (DOAs) and designations from the Secretary of Veterans Affairs, Deputy Secretary of Veterans Affairs, and Chief of Staff. Per [38 U.S.C. § 512\(a\)](#) and except as otherwise provided by law, the Secretary may delegate, and permit the redelegation of, the authority to act or render decisions concerning all laws administered by the Department of Veterans Affairs (VA). In addition, [38 C.F.R. part 2](#) identifies the DOAs specific to VA organizations and positions established by regulation. This policy does not apply to designations of officials appointed by the President under the [Federal Vacancies Reform Act of 1998](#) (FVRA). Guidance for designations of officials appointed under the FVRA is prescribed in [5 U.S.C. §§ 3345-3348](#).
2. **POLICY.** DOAs and designations shall be issued and archived in accordance with this directive and, in most cases, will have a sunset date of up to 4 years from the date of issue. Archival typically occurs at the time of the prescribed sunset date, unless renewed. Archival essentially serves as a functional form of rescission. The Secretary shall have the authority to waive the sunset date of any DOA or designation when it is in the best interest of VA. Such DOAs and designations shall be determined on a case-by-case basis. In some instances, it may be appropriate for a DOA or designation with no sunset date to be included in a VA directive and handbook. In occurrences where DOAs and designations are included in VA Directives, VA Handbooks as appendices, or in position descriptions the DOA/designation must also be published as a standalone document. The program office responsible for a DOA or designation without a sunset date is responsible for reviewing, annually or based on legitimate need, the appropriateness of such DOA or designation. Active and archived delegations and designations are posted on the [VA Publications website](#), as outlined in paragraph three below. Distinctions between DOAs and designations are identified below:
 - a. **Delegation of Authority (DOA).** A delegation of authority refers to the organizational process by which an official, such as the Secretary, transfers certain responsibilities and powers to another official, usually a subordinate official. For example, 38 U.S.C. § 7611 states that “the Secretary shall carry out a scholarship program...” The Secretary may issue a DOA delegating authority to the appropriate VA official to carry out such a program.
 - (1) Generally, authority may be delegated unless there is express language in the legislation, statute, or regulation prohibiting delegation. Please contact the Office of General Counsel (OGC) for additional legal guidance concerning DOAs and designations.
 - (2) Unless otherwise prohibited by law or the terms of the DOA, authority delegated to a position by title shall be exercised by a person performing the duties of that position or an individual serving in that position in an ‘acting’ capacity or in a ‘performing delegable duties’ status.

- (3) DOAs may originate from the delegating official or may be recommended by an Under Secretary, Assistant Secretary or Other Key Official who needs the DOA in order to carry out their responsibilities. DOAs may also be needed due to changes in law or due to a reorganization of functional responsibilities.
- b. **Designation.** A designation refers to the organizational process of designating an official to carry out a role, responsibility, or function, when a designation is required or permitted by a legal source (law, rule, regulation). While similar, it is not the same as a delegation of authority. Authorities requiring a designation will often use the term “designee.” For example, 5 C.F.R. § 2427.2, permits heads of agencies to make requests to the Federal Labor Relations Authority (FLRA). This section explicitly allows the Secretary to designate another official to perform this task. The Secretary may issue a general designation to the Assistant Secretary for Human Resources and Administration/Operations Security and Preparedness (ASHRA/OSP) to make such requests on behalf of the Department to the FLRA. If permitted in the governing statute, regulation, or legislative act, the ASHRA/OSP may redesignate as instructed by the designation.
- c. **Differences between Delegations and Designations.** The primary difference between a delegation and a designation is that a delegation is necessary when a particular legal authority is granted to a particular official, such as the Secretary. Whereas a designation is necessary when the particular legal authority indicates the official shall or may designate another official. Generally, delegations of authority are more specific about the particular functions and duties are to be delegated, and more specific about the restrictions on the authority. Delegations of authority delegate specific legal responsibilities, conferred on the Department, the Secretary, or other senior Department officials by statute, Executive Order, or similar legal instrument to other Department of Veterans Affairs officials. Designations assign specific roles or responsibilities to a position.
- d. **Delegations or Designations by Position Title.** Officials may delegate or redelegate authority and/or make designations in writing to titles of positions rather than to named employees. For example, the Secretary may delegate authority to the Under Secretary for Memorial Affairs to name new cemeteries; however, if a Presidential Executive Order, Presidential Memorandum, or law requires the Secretary to name a primary and alternate representative to a body, such as The President’s Council on COVID-19 Relief, then the designation shall contain the names of the primary and alternate representatives.

3. RESPONSIBILITIES.

- a. **The Secretary of Veterans Affairs**, per 38 U.S.C. § 512(a), may determine which duties and authorities to delegate and/or designate and may assign them under this directive.

- b. **The Deputy Secretary and Chief of Staff of Veterans Affairs** may identify which duties and authorities to delegate and/or designate and may assign them under this directive.
- c. **The Assistant Secretary for Enterprise Integration** shall:
 - (1) Recommend to the Secretary Department-wide policies, procedures, and guidance governing DOAs and designations.
 - (2) Designate a career Senior Executive to serve as the Enterprise Delegation and Designation Control Officer.
- d. **Under Secretaries, Assistant Secretaries, and Other Key Officials** shall:
 - (1) Propose DOAs or designations to the Secretary, Deputy Secretary, or COS that will enhance the efficiency of operations within their purview. Delegations may also be issued due to changes in law or due to a reorganization of functional responsibilities.
 - (2) Conduct quality reviews on all DOAs and designations to ensure compliance with the VA Style Guide and obtain concurrence from all vested Administrations and Staff Offices. In addition to obtaining concurrence from vested Administrations and Staff Offices, concurrence must be obtained from the Office of Enterprise Integration and the Office of General Counsel prior to sending DOAs or designations to the Executive Secretary for processing.
 - (3) Redelegate authority and make designations in writing, within the confines of the law, Secretarial authority, and this directive. VA officials who delegate or redelegate authority remain ultimately accountable for decisions made under these authorities.
 - (4) Establish additional plans and procedures to govern DOAs, redelegations, and designations within their organizations as necessary.
- e. **The General Counsel.** In addition to the responsibilities outlined in paragraph 3c, the General Counsel must review all new or revised DOAs and designations from the Secretary, Deputy Secretary, and COS for legal sufficiency and conformity with applicable law and/or Presidential action.
- f. **The Executive Secretary** shall:
 - (1) Review and process all incoming requests for DOAs for compliance with the VA Style Guide prior to sending to the Secretary or appropriate official for approval, disapproval, or change.
 - (2) Provide digital copies of signed DOAs and designations to the originating Administration or Staff Office and to the OEI correspondence team.

- g. **The Office of Enterprise Integration (OEI) Enterprise Delegation and Designation Control Officer** shall:
- (1) Advise the Assistant Secretary for Enterprise Integration on DOA and designation matters and maintain this directive.
 - (2) Conduct the day-to-day operations of the DOA and designation control program, including providing training, advice, and assistance to officials at all levels in compliance with this directive.
 - (3) Maintain and publish an inventory of active and archived DOAs and designations signed by the President, Secretary, Deputy Secretary, and COS on the [VA Publications website](#).

4. REFERENCES.

- a. [38 U.S.C. § 512](#)
(<https://uscode.house.gov/view.xhtml?hl=false&edition=prelim&path=%2Fprelim%40title38%2Fpart1%2Fchapter5&req=granuleid%3AUSC-prelim-title38-section512&num=0&saved=L3ByZWxpbUB0aXRzZTM4L3BhcnQxL2NoYXB0ZXI1%7CZ3JhbnVsZWlkOIVTQy1wcmVsaW0tdGI0bGUzOC1jaGFwdGVyNQ%3D%3D%7C%7C%7C0%7Cfalse%7Cprelim>), Delegation of authority; Assignment of functions and duties.
- b. [38 C.F.R., Pt. 2](#) (<https://www.govinfo.gov/app/details/CFR-2023-title38-vol1/CFR-2023-title38-vol1-part2/context>), Delegations of Authority.
- c. [Federal Vacancies Reform Act of 1998](#) (<https://www.gao.gov/legal/federal-vacancies-reform-act>).
- d. [5 U.S.C. §§ 3345-3348](#)
(<https://uscode.house.gov/view.xhtml?hl=false&edition=1994&req=granuleid%3AUSC-1994-title5-chapter33-subchapter3&f=treesort&num=0&saved=%7CZ3JhbnVsZWlkOIVTQy0xOTk0LXRpdGxINS1zZWNoaW9uMzM0OA%3D%3D%7CdHJIZXNvcnQ%3D%7C%7C0%7Cfalse%7C1994>), Details.

APPENDIX A: PROCEDURES FOR ESTABLISHING A DOA OR DESIGNATION

1. GENERAL.

- a. DOAs document the formal authorization of authority to perform certain functions or duties established by law, regulation, legislative act, or Presidential action. For example, DOAs may delegate functions, such as:
 - (1) Exercising authority in the principal's absence;
 - (2) Representing VA in the principal's stead, where designated by statute;
 - (3) Procuring supplies and services;
 - (4) Certifying documents; and
 - (5) Entering into a contract or making a grant involving the obligation of Federal funds.
- b. A DOA is issued when a VA official chooses to delegate authority from the primary level, in which it is vested, to another official or a secondary level. DOAs may originate from the delegating official or may be recommended by an Under Secretary, Assistant Secretary, or Other Key Official who needs the DOA to carry out their responsibilities. DOAs may also be needed due to changes in law or a reorganization of functional responsibilities.
- c. A designation is issued when an official identifies another official to serve in a particular role, perform functions, duties, or tasks that are set forth in statute, regulation, legislative act, or Presidential action.
- d. To be legally enforceable, all DOAs and designations must be signed by the official delegating/designating the authority within. See Appendix B for examples.
- e. To determine whether a function, duty, or task should be delegated or designated the following factors should be considered:
 - (1) Is the DOA or designation legal and ethical?
 - (2) Will the DOA or designation enhance or create prompt and effective program administration or management?
 - (3) Will the DOA or designation ensure an appropriate level of management oversight and financial control?
 - (4) Will the DOA or designation eliminate an unnecessary procedural step, shorten lines of communication, improve services, or otherwise save time or cost of operations?

- (5) Is the position to which the authority is to be delegated or designated appropriate in terms of grade level and assigned responsibilities?
- (6) Is the DOA or designation consistent with VA's mission?

2. METHODS FOR DELEGATING AUTHORITY AND DESIGNATIONS. DOAs may be established by regulation in 38 C.F.R., part 2, or by a written DOA memorandum. The DOAs established by regulation are specific to VA organizations and positions and have the effect of law. DOA memoranda must be used to delegate internal management functions that are not defined by law.

- a. **Delegations of Authority established at 38 C.F.R. Part 2.** A DOA established in 38 C.F.R. Part 2 does not require a DOA memorandum. These DOAs, such as DOAs to issue subpoenas or administer oaths are found on the VA Publications Website under the tab labeled "[Statutory Delegations of Authority](#)."
- b. **Delegation of Authority and Designation Memorandum issued by VA Secretary, Deputy Secretary, or Chief of Staff.**
 - (1) When a DOA or designation is established, use the appropriate format in Appendix B below, Delegation of Authority Memorandum or Designation Sample.
 - (2) The DOA or designation is circulated using VA Integrated Enterprise Workflow Solution (VIEWS) to impacted offices for concurrence. Once concurrences are received, the DOA memorandum shall be sent to the Assistant Secretary for Enterprise Integration through VA's official correspondence and document management system of record. (**NOTE:** Concurrence of the Office of General Counsel (OGC) is not required during this phase.)
 - (3) When concurrences have been obtained, including from the Assistant Secretary for Enterprise Integration, forward the complete folder to OGC for legal review through VIEWS. (**NOTE:** OGC is the last concurrence before submission to the final signatory of the document.)
 - (4) Upon concurrence by OGC, the originator of the draft memorandum shall forward the packet to the Executive Secretariat for signature by the Secretary, Deputy Secretary, or Chief of Staff.
 - (5) Following signature, the Executive Secretary shall provide a digital copy to the originating Administration or Staff Office and to the OEI correspondence team.

3. ADDITIONAL GUIDANCE FOR DRAFTING DELEGATIONS AND DESIGNATIONS.

- a. **Delegation or Designation Paragraph.** Contains specific information identifying, in plain language:
 - (1) the official delegating/designating the authority;
 - (2) the official being delegated the authority or receiving the designation; and
 - (3) the authority being delegated or the role/responsibility being designated.
- b. **Authorities Paragraph.** Provides the citation of law, regulation, legislative act, or Presidential action which gives the delegating/designating official the authority to perform the function or responsibility being delegated or designated. It must provide the correct citation and title of the authority (e.g., 38 U.S.C. § 512) as well as a government hyperlink to the authority. Please see [Appendix B](#) for examples.
- c. **References Paragraph.** References may be helpful to provide additional information or context concerning the authority being delegated or the role/responsibility being designated. This directive, Directive 0000, must be listed as a reference for all DOAs and designations. For example, if a statute gives the Secretary the authority to provide specialty pay to nurses, the Secretary may wish to delegate authority to provide specialty pay to nurses to the Under Secretary for Health. If VA Handbook 5007 provides instructions on how specialty pay is computed, the Secretary may also wish to state in the DOA the Under Secretary for Health must provide this specialty pay per VA Handbook 5007 and refer to VA Handbook 5007 in section 3, References. Note the difference between an “authority” and a “reference.” When this option is exercised, subsequent paragraphs are simply numbered higher. See the example DOA with reference paragraph in Appendix B.
- d. **Restrictions Paragraph.** This paragraph identifies:
 - (1) whether there are any restrictions on the performance of the delegated authority; and
 - (2) whether the DOA/designation impacts the delegating official’s authority to carry out the delegated/designated function, duty, or task.
 - (a) For example, this paragraph may provide additional clarifying information such as ‘this delegation is only applicable during COVID-19 national health emergency’, or ‘this delegation is only valid for contracts with a total value of under \$999,999,999’.
 - (b) Use of the following language is appropriate: “This delegation does not affect the Secretary’s authority to carry out, modify, or otherwise delegate the authority delegated herein.”

- e. **Redelegation Paragraph.** This paragraph identifies whether the official receiving the DOA/designation may redelegate/redesignate the authority to another official. If redelegation is expressly not authorized, the DOA should include the following language: “This authority may not be redelegated.” If redelegation is authorized, identify any restrictions on redelegation, such as the title or level of the official(s) who may receive this authority.
- f. **Rescission Paragraph.** This paragraph indicates whether the DOA/designation rescinds a previous DOA or Designation of Authority, and if so, which one. Standard language should include the title of the document for rescission, the effective date of that document, and the accompanying VIEWS number. Examples of standard language can be referenced in the sample Delegation of Authority documents in Appendix B. If the DOA/designation is not rescinding an existing document, this paragraph must note rescissions are “not applicable.” See the example provided in Appendix B.
- g. **Effective Date Paragraph.** Generally, DOAs and designations are effective upon signature and remain in effect for up to 4 years unless a shorter period is appropriate. When drafting an effective date paragraph, use of the following language is appropriate: “This delegation will remain in effect for [insert number of years] years unless otherwise rescinded, modified, or superseded.”
 - (1) Permanent DOAs. In rare circumstances, a permanent DOA or designation may be appropriate and may be included in a VA directive or Handbook as permanent enterprise policy. These permanent DOAs or designations are also effective upon signature and must be signed by the delegating/designating official. When drafting a permanent DOA/designation, the following language is appropriate within the effective date paragraph: This delegation will remain in effect unless otherwise rescinded, modified, or superseded.” For additional information on permanent DOAs and designations, please consult the Enterprise Delegation and Designation Control Officer and OGC. Whether a DOA or designation should be permanent is a case-by-case assessment, including whether there is a reasonable justification for a permanent DOA.
 - (2) Retroactive DOAs. Retroactive DOAs may be considered in rare circumstances. If considering a retroactive DOA, consult the Enterprise Delegation and Designation Control Officer and OGC. Whether a DOA or designation may be retroactive is a case-by-case assessment.
- h. **Plain Language, Grammar, Spelling, and Section 508 Compliance Checks:**
 - (1) Ensure document is free of spelling and grammar issues and follows the style guide found at [Office of the Executive Secretariat](#) web page prior to submitting into the VA’s official correspondence system of record (VIEWS) for concurrence.

- (2) Use plain language and define all acronyms on first use.
 - (3) DOAs and designations are published as public documents; therefore, they must be Section 508 compliant. Additional information and courses on Section 508 compliance are available on the [VA Section 508 website](#).
- i. For questions or additional information please email: OEIDMO@VA.GOV.

APPENDIX B. SAMPLE SECRETARY SIGNED DELEGATION OF AUTHORITY



THE SECRETARY OF VETERANS AFFAIRS
WASHINGTON

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

SUBJECT: Delegation of Authority to Serve as Grievance Official in Actions
Taken Under 38 U.S.C. § 713 (VIEWS 5980057)

1. DELEGATION. For purposes of 38 U.S.C. § 713, including those actions prescribed under 38 U.S.C. § 731, I delegate the authority to serve as a Grievance Official to the following officials:

- a. Deputy Secretary;
- b. Under Secretaries;
- c. Assistant Secretaries who are appointed by the President and confirmed by the Senate;
- d. Other Key Officials who are appointed by the President and confirmed by the Senate, such as the Chairman of the Board of Veterans' Appeals; and
- e. Any official who is otherwise delegated such authority by me in writing.

2. AUTHORITIES.

- a. [38 U.S.C. § 303](#)¹, Secretary of Veterans Affairs.
- b. [38 U.S.C. § 512\(a\)](#)², Delegation of authority; assignment of functions and duties.
- c. [38 U.S.C. § 713](#)³, Senior executives: removal, demotion, or suspension based on performance or misconduct.

¹<https://www.govinfo.gov/content/pkg/USCODE-2019-title38/html/USCODE-2019-title38-part1-chap3-sec303.ht>

²<https://uscode.house.gov/view.xhtml?hl=false&edition=prelim&path=%2Fprelim%40title38%2Fpart1%2Fchapter5&req=granuleid%3AUSC-prelim-title38-section512&num=0&saved=L3ByZWxpbUB0aXRzZTM4L3BhcnQxL2NoYXB0ZXI1%7CZ3JhbnVsZWlkOIVTQy1wcmVsaW0tdGl0bGUzOC1jaGFwdGVyNQ%3D%3D%7C%7C%7C0%7Cfalse%7Cprelim>

³<https://www.govinfo.gov/content/pkg/USCODE-2019-title38/html/USCODE-2019-title38-part1-chap7-subchapl-sec713.htm>

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Subj: Delegation of Authority to Serve as Grievance Official in Actions Taken Under 38 U.S.C. § 713 (VIEWS 5980057)

3. REFERENCES.

- a. Corporate Senior Executive Management Office (CSEMO) Letter No. 006D-24-11, Senior Executive Accountability and Grievance Procedures, February 8, 2024, and subsequent issuances unless otherwise superseded.
- b. Delegations of Authority for Actions Taken Under 38 U.S.C. §§ 713, 714 and 5 U.S.C. § 7515, including those actions prescribed under 38 U.S.C. § 731 (VIEWS 1491106), dated February 8, 2024.
- c. [VA Directive 0000](#)⁴, Delegations of Authority.

4. RESTRICTIONS. This delegation does not affect the Secretary's authority to carry out, modify, or otherwise delegate the authority delegated herein.

5. REDELEGATION. This authority may not be redelegated.

6. RESCISSION. This delegation rescinds previous Delegation of Authority dated November 9, 2020, "Delegation of Authority for Actions under 38 U.S.C. §§ 713 and 714 and 5 U.S.C. § 7515, including those actions prescribed under 38 U.S.C §731 (VIEWS 1491106)".

7. EFFECTIVE AND EXPIRATION DATE. This delegation is effective upon signature. This delegation will remain in effect for 4 years until otherwise rescinded, modified, or superseded.

Secretary

⁴ https://vaww.va.gov/vapubs/search_action.cfm?dType=1

SAMPLE ADMINISTRATION OR STAFF OFFICE DELEGATION OF AUTHORITY



MEMORANDUM FOR THE DEPUTY UNDER SECRETARY OF BENEFITS, OFFICE OF POLICY AND OVERSIGHT

SUBJECT: Delegation of Authority (DOA) for the Department of Veterans Affairs (VA) Veteran and Spouse Transitional Assistance Grant Program (VSTAGP) (VIEWS 11893296)

1. DELEGATION. This memorandum redelegates to the Deputy Under Secretary, Office of Policy and Oversight, the authority to execute grant agreements under the Department of Veterans Affairs (VA) Veteran and Spouse Transitional Assistance Grant Program, (VSTAGP).

2. AUTHORITIES.

- a. [38 U.S.C. § 512\(a\)](#)¹, Delegation of authority, assignment of functions and duties
- b. [P.L. 116-315, § 4304\(a\)](#)², Grants for Provisions of Transition Assistance to Members of the Armed Forces After Separation, Retirement or Discharge

3. REFERENCES.

- a. Secretary's Delegation of Authority to the USB for VSTAGP (VIEWS 1189329), dated August XX, 2024
- b. [38 C.F.R. § 80](#)³, Veteran and Spouse Transitional Assistance Grant Program
- c. [VA Directive 0000](#)⁴, Delegations of Authority

4. RESTRICTIONS. This authority must be carried out in accordance with statutory, regulatory, and VA policy requirements. Additionally, this delegation does not restrict the Secretary or the USB from carrying out or modifying the authority delegated.

5. REDELEGATION. This authority may be further redelegated to the Executive Director and/or Deputy Executive Director, Outreach, Transition, and Economic Development. No further redelegation is authorized.

¹<https://uscode.house.gov/view.xhtml?hl=false&edition=prelim&path=%2Fprelim%40title38%2Fpart1%2Fchapter5&req=granuleid%3AUSC-prelim-title38-section512&num=0&saved=L3ByZWxpbUB0aXRsZTM4L3BhcnQxL2NoYXB0ZXI1%7CZ3JhbnVsZWlkOI VTQy1wcmVsaW0tdGI0bGUzOC1jaGFwdGVyNQ%3D%3D%7C%7C%7C0%7Cfalse%7Cprelim>

²<https://www.congress.gov/116/plaws/publ315/PLAW-116publ315.pdf>

³<https://www.ecfr.gov/current/title-38/chapter-I/part-80>

⁴https://vaww.va.gov/vapubs/search_action.cfm?dType=1

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Subj: Delegation of Authority (DOA) for the Department of Veterans Affairs (VA) Veteran and Spouse Transitional Assistance Grant Program (VSTAGP) (VIEWS 11893296)

6. RESCISSIONS. Not applicable.

7. EFFECTIVE AND EXPIRATION DATE. This delegation is effective upon signature and will remain in effect for 4 years unless otherwise rescinded, modified, or superseded.

Joshua Jacobs

Under Secretary for Benefits

Date

SAMPLE GENERAL DESIGNATION



THE SECRETARY OF VETERANS AFFAIRS
WASHINGTON

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

SUBJECT: Designation of the Executive Director of the Office of Asset Enterprise Management the Chief Sustainability Officer for the Department of Veterans Affairs (VA) (VIEWS #4916603)

1. DESIGNATION. This memorandum designates the Executive Director of the Office of Asset Enterprise Management as the VA's Chief Sustainability Officer (CSO). The CSO is authorized to perform duties relating to the implementation of Executive Order (EO) 14008 within the Department. The CSO shall perform the duties stipulated in Section 211 of EO 14008 and other duties related to the implementation of this EO as VA leadership directs. The CSO shall monitor VA activities to carry out the provisions of this EO and report to the Department of Veterans Affairs (VA) leadership, including the Secretary, Deputy Secretary, Chief of Staff, and Assistant Secretary for Management.

2. AUTHORITY. [Executive Order 14008, Section 211](#)¹, Tackling the Climate Crisis at Home and Abroad, dated January 27, 2021.

3. REFERENCES. Not applicable.

4. RESTRICTIONS. Not applicable.

5. REDESIGNATION. Not applicable.

6. RESCISSION. Not applicable.

7. EFFECTIVE DATE AND EXPIRATION DATE. This designation is effective upon signature. This designation will expire 4 years after signature unless superseded or rescinded at an earlier date.

Secretary

¹<https://www.federalregister.gov/documents/2021/02/01/2021-02177/tackling-the-climate-crisis-at-home-and-abroad>