

## Delegation Order 6-7 (Formerly DO-258)

Effective: November 4, 2008

(1) **Temporary Office Closures Due to Inclement Weather, Imminent Health and Safety Issues, or Other Emergency Situations**

(2) **Authority:** To evacuate employees and close offices due to inclement weather, imminent health and safety issues, or other emergency situations and to dismiss employees from duty without charge to leave or loss of pay for short periods, generally not to exceed three consecutive workdays for a single period of excused absence, in accordance with applicable statutes, executive orders, regulations, and policies.

(3) **Delegated to:** Senior Commissioner Representatives; Executive level positions serving as Senior Commissioner Representatives in campus locations for their assigned geographic areas of responsibility.

NOTE: In shared geographic areas, Senior Commissioner Representatives and campus executives serving as Senior Commissioner Representatives will coordinate inclement weather closing decisions to promote consistency across field and campus locations.

(4) **Authority:** To evacuate employees if imminent health and safety issues exist at the assigned post of duty, and when necessary, close offices without charge to leave or loss of pay not to exceed one workday, in accordance with applicable statutes, executive orders, regulations, and policies.

(5) **Delegated to:** Commissioner Representatives for their assigned geographic areas of responsibility.

(6) **Redelegation:** These authorities may not be redelegated.

(7) **Source of Authority:** Treasury Order Number 102-01 (as revised).

(8) To the extent that the authority previously exercised consistent with this order may require ratification, it is hereby affirmed and ratified. This order supersedes Delegation Order 258.

(9) Signed: James P. Falcone, Acting Deputy Commissioner for Operations Support