



Natural Resources Conservation Service
210 Walnut Street, Room 693
Des Moines, IA 50309-2180

October 18, 2012

GENERAL MANUAL (GM)
330 - MGT
AMENDMENT IA42 (Part 402)

SUBJECT: MGT – ORGANIZING

Purpose. To provide policy on the delegation of authority for Acting State Conservationist when he/she is not available.

Effective Date. October 22, 2012

Contact. If there are questions about the amendment, contact Jay T. Mar, State Conservationist, at (515) 284-6655, or by e-mail at Jay.Mar@ia.usda.gov.

Filing Instructions

Remove Pages
IA402-(1)

Dated
September 2011

Add Pages
IA402-(1)

Dated
October 2012

/s/Jay T. Mar
State Conservationist

Attachment

GM

Title 330 – General Manual

Part 402 – Organizing

IA402.1 Policy

Iowa Delegation of Authority –

The following rotation will be followed for Acting State Conservationist effective October 22, 2012:

January – State Soil Scientist

February – Assistant State Conservationist for Operations

March – Assistant State Conservationist for Management/SAO

April – State Resource Conservationist

May– Assistant State Conservationist for Programs

June – State Conservation Engineer

July – State Soil Scientist

August – Assistant State Conservationist for Operations

September – Assistant State Conservationist for Management/SAO

October – State Resource Conservationist

November – Assistant State Conservationist for Programs

December – State Conservation Engineer

If the designated Acting State Conservationist for the quarter is not available (due to a position vacancy or leave), the delegation of authority is forwarded to the next person in the rotation.

In order to facilitate a separation of duties, the delegation of authority for documents originating from within the Acting State Conservationist's normal program area, will extend to the next person in the rotation to sign.