MEMORANDUM FOR: NOAA Assistant Administrators, Deputy Assistant Administrators, and Staff Office Directors

FROM: Deirdre Reynolds Jones Acting Chief Administrative Officer

SUBJECT: Designated Official Implementation for NOAA Endorsement of Foreign Nationals

Effective immediately, I have directed my staff to enforce the Deputy Assistant Administrator (DAA) and Staff Office (SO) Director signature requirement on foreign national (FN) visit request forms. This action is in response to recent adjustments in Department of Commerce (DOC) Office of Security (OSY) priorities; DOC concerns regarding the appropriate level of FN review; and increased focus on FN oversight by NOAA leadership. OSY has specified that FN endorsements must be provided by a “Designated Official” who is a senior official with the authority and technical knowledge to review FN Visit requests. The purpose of the review is to ensure the requests contain complete descriptions of the proposed collaboration, and document the benefit to the sponsoring office and the Bureau’s mission. The role of Designated Official for OSY requirements at NOAA is filled by the Line Office DAA and SO Directors. These officials are cognizant of their organization’s mission, responsible for the needs of their programs, and are at the appropriate level to accept the risk and balance the benefit of the proposed FN collaboration against the risk.

The DAA or SO Director may officially delegate this concurrence responsibility to an official in the Senior Executive Service (SES) within their organization who can approve the scientific and technical merit of the visit and the FN collaboration. The SES official must be in the reporting chain of the Department Sponsor who has signed the visit request, in charge of the mission of the sponsoring office, and able to validate the merit and LO/NOA/NOAA mission benefit resulting from the FN contribution.

DAA or SO Director signatures must be present on the Endorsement Supplement Form, Part C, or on the OSY Foreign National Form Part F3 if using the Foreign National Registration System. A delegation of authority memo (see example enclosed) must be on file with the Office of the
Chief Administrative Officer for SES Officials signing for the DAA or SO Director: As the Bureau Senior Administrative Official, I will continue to provide the OSY required endorsement on the DAO 207-12, Attachment 2 based on the Designated Official’s approval.

Please see the attachments for more information.

Enclosures:
- Enclosure A: Background
- Enclosure B: Endorsement Supplement Form
- Enclosure C: OSY Foreign National Form
- Enclosure D: Example Delegation Memo
DELEGATION OF AUTHORITY FROM
THE OFFICE OF NATIONAL WEATHER SERVICE (NWS) DEPUTY
ASSISTANT ADMINISTRATOR FOR WEATHER SERVICES

TYPE OF ACTION: Add X Change Abolish

AUTHORITY DELEGATED TO: Director, Office of Chief Operations Officer; and Director, Office of Planning and Programming for Service Delivery

TYPE OF AUTHORITY: Administrative: to review, modify, approve/deny and sign the foreign national (FN) access documents known as the “NWS Endorsement Supplement Form (ESF)” except for remote access requests; and Chinese and Russian nationals.

AUTHORITY TO DO WHAT: To review, modify, approve/deny and sign ESFs for NWS’s FN access with the exceptions stated above. This includes working with NWS Controlled Technology Coordinators and region/office directors to prevent unapproved technology transfer to FNs.

RESERVED AUTHORITY: The Deputy Assistant Administrator may exercise this authority directly.

EFFECT ON OTHER DELEGATIONS: None.

APPROVING OFFICIAL: Mary C. Erickson
Deputy Assistant Administrator for Weather Services
Date: 3/4/19
DELEGATION OF AUTHORITY FROM
THE OFFICE OF NATIONAL WEATHER SERVICE DEPUTY
ASSISTANT ADMINISTRATOR FOR WEATHER SERVICES

TYPE OF ACTION:  Add x  Change  Abolish

AUTHORITY DELEGATED TO:  Director, Office of Chief Operations Officer; and Director, Office of Planning and Programming for Service Delivery

TYPE OF AUTHORITY:  Administrative

AUTHORITY TO DO WHAT:  To sign foreign national visit request forms. The SES official must be in the reporting chain of the Department Sponsor who has signed the visit request and able to validate the merit of the NWS mission benefit resulting from the foreign national contribution.

RESERVED AUTHORITY:  The Deputy Assistant Administrator may reserve this authority, either on a class of actions or an individual action, and exercise this authority directly.

EFFECT ON OTHER DELEGATIONS:  None.

APPROVING OFFICIAL:  
Deputy Assistant Administrator for Weather Services
Date:  ____________