



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
CHIEF ADMINISTRATIVE OFFICER

DEC 10 2018

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

FROM: *Deirdre Reynolds Jones*
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/SO/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. Erichson
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: _____