

OMB Revised Program Delegation of Approval Matrix

Action	OMB delegation of authority to:	Department may delegate authority to:	OMB approval
--------	---------------------------------	---------------------------------------	--------------

**POSITIONS**

Create new full- time/part-time and/or seasonal classified positions	Commissioner	Administrative Services Director (ASD) Only	OMB Director/Chief Budget Analyst (CBA)
Create new exempt or partially exempt positions	Commissioner	ASD Only	OMB Director/CBA
Create new temporary exempt position under AS 39.25.110(9), regardless of range or duration	Commissioner	ASD Only	OMB Director and Chief of Staff
Recruit and hire exempt and partially exempt positions range 16 and above, including temporary exempt positions under AS 39.25.110(9)	Commissioner	ASD Only	Chief of Staff
Create new long- or short-term nonpermanent positions	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Delete positions	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Extend long-term nonpermanent positions	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Extend short-term nonpermanent positions	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Extend temporary exempt positions established under AS 39.25.110(9)	Commissioner	ASD Only	OMB Director/CBA
Reclassification resulting in less than three range increase	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Reclassification resulting in three or more range increase	Commissioner	ASD Only	OMB Director/CBA
Change in time status	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Location transfers (except to and from Juneau)	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Location transfers to and from Juneau	Commissioner	ASD Only	OMB Director/CBA

**BUDGET TRANSFERS**

Operating transfers to or from the personal services line	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Operating transfers to or from the grants line	Commissioner	ASD Only	OMB Analyst
Transfers between capital project appropriation allocations	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting
Transfers of expenditures between operating and capital appropriations	Commissioner	ASD Only	Through review of operations plan (budget submission) and periodic reporting

OMB Revised Program Delegation of Approval Matrix

Action	OMB delegation of authority to:	Department may delegate authority to:	OMB approval
--------	---------------------------------	---------------------------------------	--------------

**REIMBURSABLE SERVICES AGREEMENTS (RSAs)**

Budgeted RSAs	Commissioner	Department authorized staff	Through review of operations plan (budget submission) and periodic reporting
Unbudgeted RSAs < \$300,000	Commissioner	Department authorized staff	Through review of operations plan (budget submission) and periodic reporting
Unbudgeted RSAs = > \$300,000	Commissioner	Department authorized staff	OMB Analyst
Unbudgeted RSA amendments (cumulative) = > \$300,000	Commissioner	Department authorized staff	OMB Analyst

**MISCELLANEOUS**

Change scope of capital project	Commissioner	ASD Only	CBA - May also require legislative approval
Reorganizations, consolidations, or elimination of agencies	Commissioner	No	OMB Director
Revised Programs that require Legislative Budget and Audit Committee approval (AS 37.07.080(h))	Commissioner	ASD Only	OMB Director/CBA