



THE SECRETARY OF VETERANS AFFAIRS
WASHINGTON
September 17, 2018

**MEMORANDUM FOR UNDER SECRETARIES, ASSISTANT SECRETARIES, AND
OTHER KEY OFFICIALS**

SUBJECT: Delegation of Authority for Excusing Central Office Employees From Duty
Due to Weather and Public Emergency Situations

- 1. DELEGATION.** Authority to excuse central office employees from duty is hereby delegated to Administration Heads, Assistant Secretaries, or Other Key Officials for covered individuals as defined in 5 C.F.R. § 630.1601(b) and (c) due to Weather and Public Emergency Situations.
- 2. AUTHORITY.** 5 U.S.C. § 6329(c); 5 C.F.R. § 630.1603; VA Handbook 5011, Part III, Chapter 2, paragraph 12(u)(8); and VA Directive 0000.
- 3. RESTRICTIONS.** Authority to excuse central office employees from duty may not exceed 7 consecutive workdays.
- 4. REDELEGATION.** This authority may be re-delegated to the designee of the Administration Heads, Assistant Secretaries, or Other Key Officials.
- 5. EFFECTIVE DATE.** This delegation of authority is effective upon signature and will remain in effect until rescinded.

A handwritten signature in black ink that reads "Robert L. Wilkie". The signature is written in a cursive style with a large initial "R".

Robert L. Wilkie