



THE SECRETARY OF VETERANS AFFAIRS
WASHINGTON

February 27, 2024

MEMORANDUM FOR THE DEPUTY CHIEF OF STAFF

SUBJECT: Written Authorization of Signature of the Secretary of Veterans Affairs, Deputy Secretary of Veterans Affairs, and Chief of Staff (VIEWS 11385115)

- 1. DELEGATION.** This memorandum authorizes the Department of Veterans Affairs (VA) Deputy Chief of Staff, Shana Love-Holmon, to apply the Secretary's signature, the Deputy Secretary's signature, and the Chief of Staff's signature, such as with the use of autopen, in the same fashion identified in VA Directive 0002, Authorization of Signature of the Secretary of Veterans of Affairs and Deputy Secretary of Veterans Affairs. The authorization is allowed upon conference with the Secretary, Deputy Secretary, or Chief of Staff before autopen can be applied.
- 2. AUTHORITY.** 38 U.S.C. §§ 303, 304, and 512; VA Directive 0002, Authorization of Signature of the Secretary of Veterans Affairs and Deputy Secretary of Veterans Affairs.
- 3. RESTRICTIONS.** The same restrictions identified in VA Directive 0002 apply to this written authorization. This authorization refers only to the use of the identified officials' signatures. It does not delegate decision-making authority or authority to act as the Secretary, Deputy Secretary, or Chief of Staff.
- 4. REDELEGATION.** The Deputy Chief of Staff may not re-delegate this authority.
- 5. RESCISSION.** This delegation rescinds the previous delegation of authority to Deputy Chief of Staff, Cassandra M. Law, dated May 2, 2022.
- 6. EFFECTIVE DATE.** This delegation of authority is effective upon signature. I waive the 2-year expiration date required by VA Directive 0000. This delegation will remain in effect for 4 years until otherwise rescinded, modified, or superseded.


Denis McDonough