

OFFICE OF THE GENERAL COUNSEL

MEMORANDUM GC 09-07

August 6, 2009

TO: All Division Heads, Regional Directors,
Officers-in-Charge, and Resident Officers

FROM: Ronald Meisburg, General Counsel

SUBJECT: Appointment of Acting Regional Directors

I recognize that occasionally, pursuant to Acting General Counsel Daniel Silverman's Memorandum to all Regional Directors dated December 23, 1993, supervisory employees have been appointed to serve as Acting Regional Director for short periods of time, when all other managers in the office are unavailable to serve in this capacity. Currently, Regional Directors have the authority to appoint a supervisory employee to serve as Acting Regional Director for periods not to exceed 3 work days, without the need for clearance by the Office of the General Counsel. Effective immediately, I am expanding this delegation authority to include periods not to exceed 5 work days.

/s/
R.M.

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