



U· S· DEPARTMENT OF THE INTERIOR
OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT
DIRECTIVES SYSTEM

Subject Number:

PRC-7

Transmittal Number:

465

Date: 8/30/88

Subject:

Interagency Acquisitions (Agreements)

Approval:

Title: Director

1. Purpose. This directive establishes policies and procedures for interagency acquisitions by the Office of Surface Mining Reclamation and Enforcement (OSMRE).

2. Definitions.

a. Interagency Acquisition (Agreement). A procedure by which an agency needing supplies or services (the requesting agency) obtains them from another agency (the servicing agency).

b. Economy Act. The authority by which an agency may place orders with any other agency for supplies or services that the servicing agency may be equipped to supply, render, or obtain by contract if:

- (1). it is determined by the Head of the requesting agency, or designee, that it is in the Government's interest to do so; and,
- (2). funds are available.

3. Policy/Procedure.

a. Policy. It is the policy of OSMRE to enter into interagency acquisitions with other Federal Government agencies whenever the objective represents a problem of common interest or the solution will directly aid OSMRE in carrying out its responsibilities and programs. It is the policy of OSMRE that only those individuals who have been authorized to execute Interagency Acquisitions shall place orders for supplies or services from another Federal Government agency.

b. Procedure. The individuals with the titles listed below have been authorized to enter into Interagency Acquisitions:

- (1) Deputy Director, Administration and Finance
- (2) Assistant Director, Information Systems Management
- (3) Assistant Director, Budget and Administration
- (4) Chief, Division of Management Services
- (5) Assistant Director, Finance and Accounting
- (6) Assistant Director, Program Policy
- (7) Assistant Director, Eastern Field Operations
- (8) Assistant Director, Western Field Operations
- (9) Chief, Administrative Service Center
- (10) Level IV Contracting Officers

Individuals with the titles 2 through 9 are subject to the limitations contained in the Delegations of Authority, OPM-5, dated January 29, 1988. Level IV Contracting Officers authority is subject to the limitations contained on the Certificate of Appointment, Standard Form 1402.

Interagency Acquisitions are not required to be signed by a warranted Contracting Officer. Individuals authorized to execute Interagency Acquisitions must obtain from the Contracting Officer the determination and findings prior to their execution. The Contracting Officer is responsible for obtaining execution of the determination and findings specified by the Federal Acquisition Regulation (FAR) 17.502 and the Department of the Interior Acquisition Regulation (DIAR) 1417.502. In addition, a Contracting Officer shall review the interagency acquisition format to ensure compliance with FAR 17.504.

c. Availability of Funds. An Interagency Acquisition entered into under the authority of the Economy Act, 31 U.S.C. 1535, is recorded as an obligation as in any other contract. However, Economy Act Acquisitions are subject to an additional requirement. The period of availability of funds transferred pursuant to an Economy Act acquisition may not exceed the period of availability of the source appropriation.

Orders required by law to be placed with a Government agency are not Economy Act transactions. In these cases, obligations may remain in force beyond the period of availability of the source appropriation. Examples of "orders required by law" are those for printing and binding which must be placed with the Government Printing Office. Building alteration orders must usually be placed with the General Services Administration.

d. Certification of Funds. Final approval procedures for Interagency Acquisitions are subject to the OSMRE Directive on Administrative Control of Funds, FIN-5, dated January 12, 1988, and Temporary Directive No. 88-2, Utilization of the ABACIS Commitment Option, or its replacement. All Interagency Acquisitions against Headquarters allocations, which obligate \$10,000 or more, require concurrence by the Chief, Division of Budget, Planning and Management Analyses prior to obligation.

4. Reporting Requirements. None.
5. References.
 - a. 31 U.S.C. 1535 as amended by Pub. L. 97-332, dated October 15, 1982.
 - b. Federal Acquisition Regulation.
 - c. Department of the Interior Acquisition Regulation.
 - d. OSMRE Directive, OPM-5, Delegations of Authority, dated January 29, 1988.
 - e. OSMRE Directive, FIN-5, Administrative Control of Funds, dated January 1, 1988.
6. Effect on Other Documents. None.
7. Effective Date. Upon Issuance.
8. Contact. Division of Management Services, Branch of Procurement
(202) 343-4685