



INSPECTOR GENERAL
FOR TAX
ADMINISTRATION

DEPARTMENT OF THE TREASURY
WASHINGTON, D.C.

DELEGATION ORDER No. 11 (Rev. 4)
EFFECTIVE DATE: March 18, 2024

**AUTHORITY TO REVIEW REQUESTS TO ENGAGE IN
OUTSIDE EMPLOYMENT OR BUSINESS ACTIVITY**

Authority: Inspector General Act of 1978, as amended, 5 U.S.C. §§ 401-424; the Ethics in Government Act of 1978, 5 U.S.C. §§ 13101-13146; Executive Order No. 12674, 54 Fed. Reg. 15159 (1989), *modified*, Executive Order No. 12731, 55 Fed. Reg. 42547 (1990); Standards of Ethical Conduct for Executive Branch Employees, 5 C.F.R. Part 2635; and Supplemental Standards of Ethical Conduct for Employees of the Department of the Treasury, 5 C.F.R. Part 3101.

1. The function heads are authorized, based on workload and functional considerations as well as consideration as to whether the proposed outside employment or business activity conflicts with the function's operations, to approve or deny requests for outside employment. This authority may be redelegated no lower than the Assistant Inspectors General and Deputy Chief Counsel level.
2. TIGTA's Chief Counsel is the Deputy Ethics Officer.
3. The Deputy Ethics Officer is delegated authority to approve or deny, based on ethical and conflict of interest considerations, requests to engage in outside employment or business activity pursuant to the provisions of 5 C.F.R. Part 2635 and 5 C.F.R. Part 3101.
4. The Chief Counsel may redelegate the authority delegated pursuant to this Delegation Order no lower than the GS-15 level.

All persons reviewing, approving, or disapproving requests to engage in outside employment or activity pursuant to this Delegation Order shall observe the procedures and limitations established by the applicable statutes, case law, regulations, orders, and TIGTA Operations Manual.

Heather M. Hill
Acting Inspector General
for Tax Administration