



INSPECTOR GENERAL
for TAX
ADMINISTRATION

DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20005

DELEGATION ORDER No. 13
EFFECTIVE DATE: February 16, 2005

Absence, Leave and Restoration of Annual Leave

Authority: Inspector General Act of 1978, as amended (5 U.S.C. app. § 3), the Internal Revenue Service Restructuring and Reform Act of 1998 (Pub. L. No. 105-206), and Treasury Order 115-01.

1. The following authorities are hereby delegated to the first-line supervisors of the personnel under their supervision and control:

- To approve leave (including approval of the correction of administrative errors and the determination that a period of sickness or injury interfered with the use of scheduled annual leave);
- To charge absence without leave (AWOL) for unauthorized absences. First-line managers should consult with the BPD/ARC Employee Relations staff when AWOL is considered or charged; and,
- To authorize brief absences from duty without charge to leave or loss of pay, in accordance with applicable statutes, executive orders, regulations, and policies.

These authorities may not be re-delegated.

2. The Deputy Inspector General for Audit, the Deputy Inspector General for Investigations, the Chief Counsel, the Assistant Inspector General for Management Services/CFO, and the Assistant Inspector General for Information Technology/CIO are hereby delegated the authority vested in me to make a determination that the exigency of the public business is of such importance that scheduled annual leave may not be used by an employee and, therefore, may be restored in accordance with 5 U.S.C. § 6304.

This authority may not be re-delegated.

/s/ J. Russell George
J. Russell George
Inspector General