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Description of document: List of Department of Labor (DOL) Inspector General (OIG) Directives, (current as of) 2017

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Source of document: Disclosure Officer
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From: Pacheco, Kimberly - OIG <Pacheco.Kimberly@oig.dol.gov>
Sent: Tue, Mar 7, 2017 12:31 pm
Subject: FOIA 217023

This is in response to your Freedom of Information Act request for a complete list of the OIG Directives. Your request was received on January 10, 2017 and was assigned case number 217023.

Attached is the current complete listing of OIG Directives, several of which are currently undergoing review and revision.

Should you need to discuss your request feel free to contact this office at 202-693-5116 and select Disclosure Officer, or the DOL FOIA Public Liaison, Thomas Hicks at 202-693-5427.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road-OGIS
College Park, Maryland 20740-6001
e-mail at ogis@nara.gov
telephone 202-741-5770
toll free at 1-877-684-6448
facsimile at 202-741-5769.

We hope you find this information helpful. Thanks so much for your patience.

Sincerely,

Kim Pacheco
DOL OIG Disclosure Officer

NUMBER	TITLE OF DIRECTIVE	DATE	OFFICE
Part I Record Management			
1-600-1	OIG Records Management Program	05/01/00	OLS
Part II Administration			
2-100	Property Accountability and Inventory Control	09/30/08	OMP
2-300	Conference Planning Policy	09/28/12	OMP
2-400-2	Work Space Management	09/29/10	OMP
2-600-1	Telecommunication Systems	12/02/08	OMP
2-800-1	Source Selection Procedures for Negotiated Contracts	06/07/93	OMP
2-800-1	Procurement - Small Purchase Handbook (MN)	07/06/92	OMP
2-900-2	Credit Card Program	09/07/93	OMP
2-1000-1	Safety and Health Review Board	02/16/99	OMP
2-1100	Continuity of Operations Plan (COOP)	09/28/07	OMP
2-1200-1	Telephone Calling Cards (MN)	02/24/94	OMP
2-1500	Managing and Using Government-owned Vehicles (GOVs), Transporting OIG-Owned Items in Vehicles, and Reporting Vehicular Accidents	11/19/14	OMP
2-1600-1	Credit Card Program (MN)	05/21/91	OMP
Part III Management Operations			
3-200	Internal Inspection Program	10/31/12	OLS
3-600	Weekly Significant Activities Reports	09/24/03	FO
3-2000-1	Position Management Program	01/17/86	OMP
Part IV Personnel Management			
4-100	Delegation of Personnel Authority	02/06/14	OMP
4-200-1	Medical Assessment Program	01/17/90	OMP
4-300	Leave Transfer Program (MN)	11/08/94	OMP
4-300-2	Administrative Grievance Procedure	04/28/94	OMP
4-310	Workplace Conduct	07/15/05	OMP
4-335	Promotion and Internal Placement	11/15/07	OMP
4-351	Competitive Areas for Reduction-In-Force Procedures	02/06/14	OMP
4-430	Performance Plan and Rating System	04/26/12	OMP
4-537	Repayment of Student Loans	02/06/14	OMP
4-575	Employee Transfer Requests	09/19/07	OMP
4-575A	Recruitment Incentive Plan	09/29/10	OMP
4-575B	Relocation Incentive Plan	09/29/10	OMP

4-575C	Retention Incentive Plan	09/29/10 OMP
4-600	Telework	06/07/11 OMP
4-700	Standards of Ethical Conduct for OIG Employees	05/03/05 OLS
4-701	Reporting Incidents of Arrests and Charges	09/19/07 OLS
4-702	Outside Employment and Activities of OIG Employees	09/29/10 OLS
4-731	OIG Personnel Suitability and Security Program	02/06/14 OMP
4-790-1	Health & Fitness Program	08/16/01 OMP
4-1000-1	SES Candidate Program (Under revision pending OPM Regulations)	06/29/92 OMP
4-1000-1 (MN)	Cooperative Education Students (Coops)	09/30/88 OMP
4-1100-1	Alcohol Use or Abuse in the Workplace	02/08/94 OLS
4-1100-1 (MN)	Probationary Employees	09/16/88 OMP
4-1500-2 (MN)	OIG Training System (Under Revision)	09/24/93 OMP
4-1501	Flextime/Alternative Work Schedules and Leave Policy	09/19/07 OMP
4-1600-1	Safety and Health Coordinator	12/01/92 OMP
4-1840	Payment of Expenses to Obtain Professional Certifications	01/13/04 OMP
4-5201-1	OIG Credentials and ID Card Program	07/21/99 OMP

Part V Information

5-100	Websites	10/07/04 OCPR
5-200	Collecting and Maintaining Privacy Information	09/24/03 OLS
5-300	Procedures for Handling Freedom of Information Act (FOIA) and Privacy Act Requests	09/05/03 OLS
5-400-1	Right to Financial Privacy Act	09/20/82 OLS
5-500	Media Relations <small>NEW</small>	01/22/16 OCPR
5-510	Press Clippings	09/24/03 OCPR
5-600	Subpoenas Served on OIG Employees	05/16/05 OLS

Part VI Financial Management

6-100	Indemnification Policy	06/07/05 OLS
6-200 (MN)	Budget Formulation and Justification Process	03/26/96 OMP

6-410-1	Administrative Control of Funds	02/17/87 OMP
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Part VII Travel Management

7-100-3	Management of Travel	02/18/92 OMP
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7-110	Travel Card Policy	09/29/10 OMP
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7-200-1	Permanent Change of Station (PCS)	02/22/12 OMP
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Part VIII Audit and Investigations

8-110-1	OA Authority and Responsibilities	11/23/88 OA
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8-200	Independence Committee	01/13/04 OA
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8-220-2	Coordination of Audit and Investigative Activities	11/23/88 OA
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8-300-1	Guidelines for the Conduct of Computerized Matching	04/12/85 OLS
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8-400	IG Subpoena Authority	03/21/02 OLS
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8-400-1	Fraud & Incident Reporting & Whistleblower Complaints	11/23/88 OLS
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8-400-1 (MN)	Delegation of Oath Authority	06/02/89 OLS
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8-600	Law Enforcement Authority (OLRFI Access Only)	09/27/11 OLRFI
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8-700	Complaints and Allegations Involving OIG Employees	09/3/03 OLS
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8-800	Complaint Handling Activities	12/22/04 OLS
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Part IX Technology

9-100	Technology Review Board	10/18/04 OMP
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9-200	Information Technology Use and Protection Policies and Procedures	09/28/12 OMP
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Part X Organization

See OIG's Organization Intranet Page

U.S. Department of Labor Office of Inspector General

Please contact Laboroiginfo if you have any comments or suggestions for the OIG Intranet