

ORGANIZATION OF THE OFFICE OF THE UNDER SECRETARY FOR MANAGEMENT

1. Purpose

This directive establishes Department of Homeland Security (DHS) organization of the Under Secretary for Management.

2. Scope

This directive applies to DHS Headquarters elements.

3. Authorities

The Homeland Security Act of 2002, codified in Title 6, U.S. Code.

4. Definitions

None.

5. Responsibilities

To fulfill the responsibilities and functions listed in the Act, there is established an **Under Secretary for Management**, appointed by the President by and with the advice and consent of the Senate. The Under Secretary for Management shall also directly be responsible for the activities of the following:

A. The **Chief Financial Officer**, who shall be appointed by the President, who will be responsible for:

1. The Office of Budget and Performance Management
2. The Office of Financial Management

B. The **Chief Procurement Officer**, who shall be appointed by the Secretary, who will be responsible for:

1. The Office of Acquisition Policy & Competitive Sourcing
2. The Office of Small & Disadvantaged Business

C. The **Chief Human Capital Officer**, who shall be appointed by the President, who will be responsible for:

1. The Office of Human Capital Policies
2. The Office of Labor Relations
3. The Office of Strategic Human Resource Management

D. The **Chief Information Officer**, who shall be appointed by the President, who will be responsible for:

1. The Office of Information Technology
2. The Office of Information Security
3. The Office of IT Management Policy
4. The Office of Information Integration
5. The Office of Knowledge Management

E. The **Director of Administration**, who shall be appointed by the Secretary, who will be responsible for:

1. The Office of Real Property and Headquarters Management
2. The Office of Security
3. The Office of Personal Property and Admin Property

F. The **Director of Strategic Initiatives**.

G. The **Director of Immigration Statistics**.

6. Policy & Procedures

The organization of the Under Secretary for Management shall be in accordance with the Act. All subordinate offices shall abide by the organizational structure outlined herein. Functional statements for the above positions will be promulgated in forthcoming management directives. Any questions or concerns regarding this directive should be addressed to the Under Secretary for Management.