

Presidential Appointee Office Spending Restrictions

Presidential Appointees

OS | Secretary
OS | Deputy Secretary
OS | Assistant Secretary for Legislative and Intergovernmental Affairs
OS | Chief Financial Officer and Assistant Secretary for Administration
OS | General Counsel
BIS | Under Secretary for Industry and Security
BIS | Assistant Secretary for Export Enforcement
BIS | Assistant Secretary for Export Administration
CENSUS | Director of Census
EDA | Assistant Secretary of Commerce for Economic Development
ESA | Under Secretary for Economic Affairs
ITA | Under Secretary for International Trade
ITA | Assistant Secretary for Enforcement and Compliance
ITA | Assistant Secretary for Industry and Analysis
ITA | Director General of the U.S. and Foreign Commercial Services and Assistant Secretary for Global Markets
MBDA | Under Secretary for Minority Business Development
NOAA | Under Secretary of Commerce for Oceans and Atmosphere and NOAA Administrator
NOAA | Assistant Secretary for Conservation and Management
NOAA | Assistant Secretary for Environmental Observation and Prediction
NOAA | Chief Scientist
NTIA | Assistant Secretary of Commerce for Communications and Information
OIG | Inspector General
NIST | Under Secretary of Commerce for Standards and Technology
USPTO | Under Secretary of Commerce for Intellectual Property and Director of the U.S. Patent and Trademark Office

The Presidential Appointees (PA) listed are subject to a \$5000 limit to furnishing, redecorating and making improvements to their offices. Below are answers to frequently asked questions.

- The \$5k limit is cumulative and applies to the duration of the PA's tenure.
- The \$5k only applies to encumbered positions. When the position is un-encumbered the \$5k limit to office expenditures does not apply.
- The \$5k limit applies to the PA's entire suite of offices assigned to the individual as well as any other space used primarily by the individual or the use of which is directly controlled by the individual (i.e., a private office, private restrooms, sitting room, private conference rooms).
- The \$5k limit applies to furnishing, purchasing furniture for, redecorating, or making improvements (including making functional changes) to a PA's office space.
- Maintenance and repair work to return an office to building standard (e.g., necessary or cyclical repairs or replacement of worn carpet, ceiling tiles, light fixtures, doors, windows (but not window treatments), and walls/paint) is not subject to the \$5k limit.
- The \$5k limit can only be exceeded if prior notification is made to the House and Senate Appropriations Committees. The notification must be routed through the Chief Financial Officer and Assistant Secretary for Administration.
- Bureau/Operating Unit Chief Financial Officers are to maintain a ledger for each PA, tracking the expenditures of all furnishings, furniture, redecorations, and improvement expenses for his or her office.

This document is intended as a quick reference guide. Any questions on the applicable legal limitations should be addressed to OGC's General Law Division (generallaw@doc.gov) through the operating unit's CFO.