. \$. Jea	1	- 5			(
v /	-						
				- 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		• .	
		EXE	CUTIVE				
•			Rout	ing Slip			
70	_	1	·				
TO:	-		ACTION	INFO		INITIA	
	1	1001	<u> </u>	3.00	e dital		7
	2	1000		J. 19-12-13			
	3	1	- 1	13 Sec. 1 3	2.70	4. 74.	7
	4	001		300 PS	144 de 1	-2,1	
	5		/	THE STATE OF			7
	6		V	AVECTOR AVE			
	7	DDO =	METERSHIPS	100 MAN	A STATE OF THE STA	TO BUILDING	
	8	DDS&T	1000000	・対性主義を	*****	والمستراوة والمستراة	1444
*	10	Chm/NIC GC	بتكاميديق	The street of th	伊斯基达	. History L.	
	11		1 4 4 4 1 mg	STORY A	の難点があれる	ali, Prijara	
	12	IG AND SECTION	See March 1976	一分與語樂		AT LENG	
	13	Compt	1-Q壁壁影	美国的	"averso	ではない	
		D/EEO	1979年2日 発生化	Jan Jana Medidia	Augustus, ten	Marie Con	at win is
	14	D/Pers		ા વસ્તું (હસ્યું)	Tokasari san	AL AMERICA	
	16	D/OEA	A DEED BY		(新洲新年)		
.	17	C/PAD/OEA					
ł	18	SA/IA AO/DCI		A Complete	avidas inc	to the second second	
ŀ	19	C/IPD/OIS	- 15 / 16 / 17	er over signa.	and Wester		riga en la j
f	20	0/11 0/ 0/3		telev stater	Activities to the second		
ļ-	21		The state of the s	ា សម្បីពីប្រ បានសម្ពីពីប្រ	militar in the second		1. 1
L .	22						
L.	\dashv	SUSPENSE			4444		
	_	0001 11101		Date	•		
Remarks:							
							.
			-			•	
							- · · ·
						M.	
					Exec	Ofive Secret	ary
(10-81)						9/26/8	2
						Daie	
	. •			کی وابدی: بری چی از های دم ده منابعه در چی از کی پور معاوری داد درج			
٠.							tires of t
		•			•		
							.s. : .
			•		i.		
• • .							

Washington, DC 20405

SEP 2 | 1983

Expressive Registry

83 - 4331/1

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: FEDERAL FIELD STRUCTURE REFORM

On August 30, President Reagan signed a memorandum directing you to assess your organization's field structure and to implement improvements. That directive, copy of which is attached, followed a review of the Federal field structure, conducted for the Cabinet Council on Management and Administration (CCMA) by an interagency Working Group which I chaired.

One of the principal findings of the review is that some Executive departments and agencies have vigorously implemented actions both in the headquarters and the field to reduce the size and cost of running the Government to correspond with the programmatic changes which have taken place during the first two years of the Administration.

At the same time, the Working Group found that opportunities exist for further streamlining, and proposed that the top management of the agencies undertake a comprehensive assessment of their field structure and report to the CCMA by October 31. These assessments should include, but not be limited to, a general review and agency initiatives to:

- (1) Reduce organizational layers between headquarters and the field;
- (2) Eliminate unnecessary offices;
- (3) Consolidate administrative support services;
- (4) Collocate field offices;
- (5) Improve supervisory/employee ratios;
- (6) Use third parties to provide services, e.g. State and local governments and the private sector.

All initiatives should include their implementation timetables, estimated savings, and an analysis of whether OMB or Congressional action is required to achieve the savings in a timely manner. Because of the interest in field structure, OMB has indicated that this is an item that will be addressed in the formulation of the FY 1985 budget.

L299A XF: L278 2

To assist in this important task, the Working Group is making available to you a copy of our report which contains additional criteria that may be helpful in the preparation of your agency's response.

We will be assembling a task force to work with you and your staff on your assessments. Your reports should be submitted to the CCMA and marked for my attention as Working Group Chairman. Any questions regarding this matter should be referred to Tom Simon (523-1614), Director of Management Initiatives at GSA.

I look forward to assisting you in carrying out this important Presidential mandate.

GERALD P. CARMEN

Chairman.

Federal Field Structure Working Group