

~~CONFIDENTIAL~~

OL Files

5 MAY 1987

MEMORANDUM FOR: Director of Logistics

FROM:

[Redacted Name]

Chief, Information and Management Support Staff, OL

SUBJECT: Bureaucratic Deterrents to Completion of Responsibilities and Potential Solution

REFERENCE: Memo Same Subject, DDA 87-0700

1. The DA is seeking suggestions from key managers to reduce troublesome bureaucratic stumbling blocks which impede day-to-day work. IMSS requested each OL Division and Staff to identify any perceived problem in their particular area of responsibility and to suggest viable solutions. After collating their replies, we forward three (3) examples of bureaucratic stumbling blocks.

A. Problem: Artificial Short Deadlines

Overview: A requirement is submitted to the DA. One week elapses prior to DDA's office forwarding to OL. An additional week passes prior to DOL's office submission to the responsible division or staff. At this point the requirement could be time critical, introducing an artificial short deadline.

Solution: Eliminate senior management sitting on action documents. Provide an advance courtesy copy of requirement to accomplish coordination and investigation action without immediate response time.

B. Problem: Excessive delays in obtaining routine telephone work.

Overview: It has been standard procedure to submit telephone requests for approval by three senior management officers prior to release to an OIT action office. This is time consuming and appears to be a process that could be delegated down to a lower level of management control.

Solution: Reduce the number of approvals and delegate this responsibility to mid-level management. (IMSS comment - after installation of the new switch gear and the dust finally settles, this problem may lose much of its present significance.)

[Redacted Signature Area]

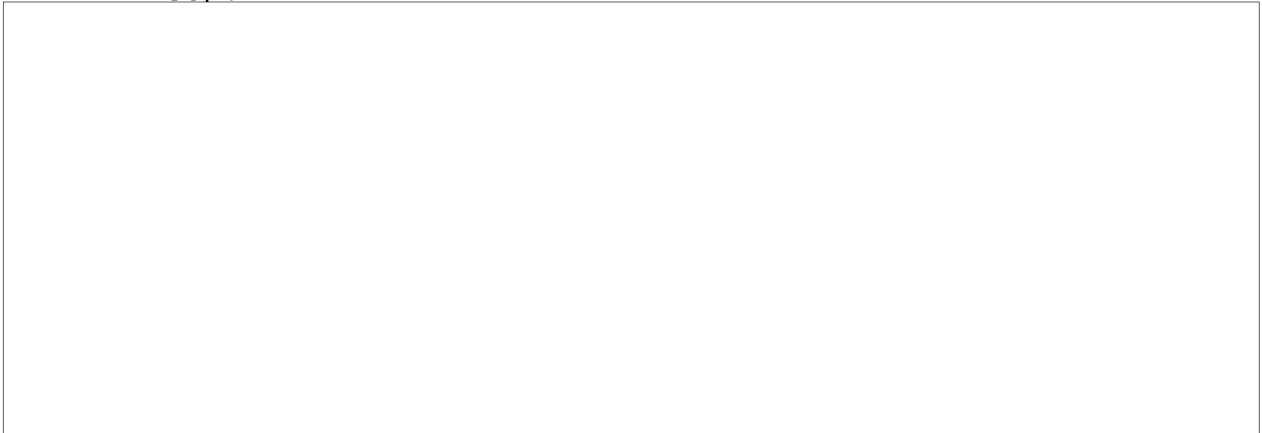
OL-4073-87



~~CONFIDENTIAL~~

SUBJECT: Bureaucratic Deterrents to Completion of  
Responsibilities and Potential Solution

25X1



2. Attached are the submissions from OL Divisions and Staffs in their original form for your review, should you wish to pursue their ideas.

3. If you have other ideas on this subject, or wish to expand upon any of the original submissions, please advise.

4. Upon your direction, IMSS will prepare a response to the EXA/DDA.

25X1



Attachment

Distribution:

- Original - Addressee
- 1 - OL Files
- 1 - OL Reader
- 1 - IMSS Official
- 1 - IMSS Chrono

25X1

OL/IMSS/JS:bp.  (01May87)