

Mike's copy

MEMORANDUM FOR: Executive Assistant to the
Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: DCI's Speech at 13 January SIS Promotion
Ceremony

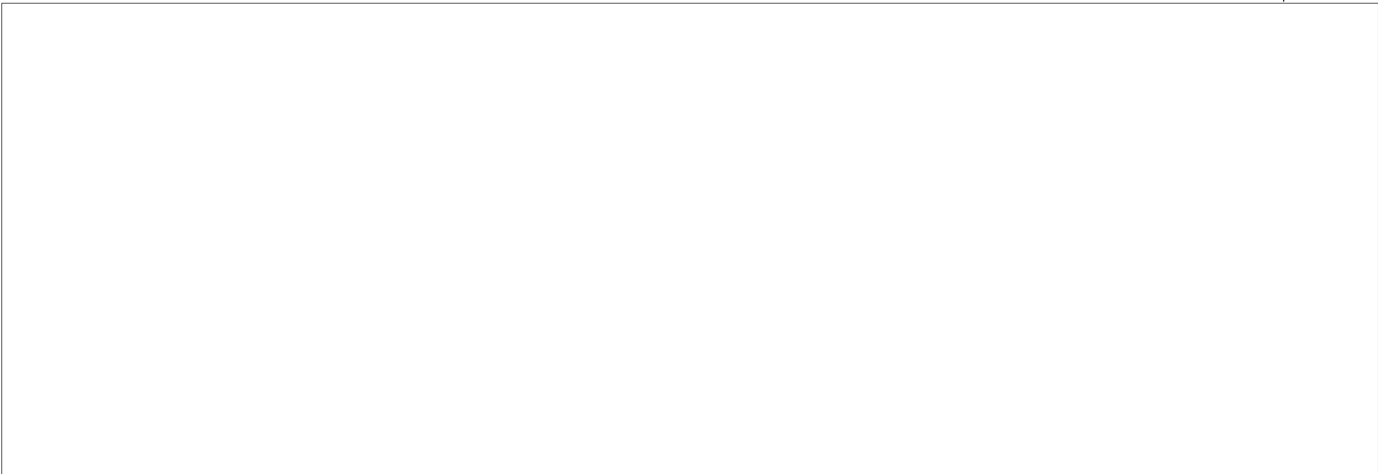
REFERENCE: Memorandum for DDA from D/PAO, dtd 28 Nov. 1988,
same subject

1. The information below is provided in response to your request for items to be included in the DCI's speech on 13 January. As requested, the subject matter is unclassified.

OL MAJOR ACCOMPLISHMENTS - FY 1988

- Reorganized the Office of Logistics to provide a more functional, less bureaucratic approach to accomplish the Office mission. Major aspects of this restructuring include the establishment of a separate covert services function, centralization of responsibilities for all Agency facilities, and improvement of procurement services through implementation of the recommendations of the Coopers-Lybrand study. It is expected that by streamlining its organizational structure, OL will significantly enhance its ability to service its customers.
- Established a Space Advisory Board, with representation from each directorate, to assist the Director of Logistics in planning requirements for new space and in revising existing space allocations for more effective utilization.

STAT



OL-4133-88

ADMINISTRATIVE - INTERNAL USE ONLY

- Completed construction, and moved in over half the staff scheduled to occupy the New Headquarters Building. Commenced work on office renovations and utility upgrade of the Original Headquarters Building.

STAT

- Commenced construction of a 10,000 square-foot child day care center adjoining the Headquarters complex. Upon completion, the center will provide day care for 100 children of Agency employees.

STAT

CHALLENGES FACING OL IN THE YEAR 1989 AND BEYOND

- Becoming more proactive in discharging our mission. Essentially a service organization, OL can improve utilization of its services by making its resource capabilities better known, anticipating customer requirements, and assisting customers in planning their logistics requirements.
- Consolidating, to the extent possible, the space occupied by the Agency. A strategic plan for the year 2000 is being developed to provide a blueprint for Agency space management.
- Providing increased flexibility in OL's work force through cross-training, rotational assignments, and expanded career development.
- Improving facilities management. To this end OL has recently established a new career service which will combine design, construction, and facilities operation and maintenance skills.

STAT

Page Denied

STAT
STAT

If you wish further information, please contact

John M. Ray

ADMINISTRATIVE - INTERNAL USE ONLY

SUBJECT: DCI's Speech at 13 January SIS Promotion
Ceremony

Distribution:

Orig & 1 - addressee
1 - OL file
1 - OL/PS official
1 - OL/PS chrono

STAT OL/PS:EM/em (9 Dec 88)