

PLAN OF ACTION FOR DECENTRALIZATION OF OE FUNCTIONS

I. Project Team.

- a. Commissioner gives "kick off" at Executive Group meeting, and assures authority and support of Commissioner and Deputy Commissioner to operation and readiness to interpose as necessary.
- b. Special Assistant to the Commissioner for Field Activities to be action officer. Action officer manages the process, prepares final report, and proposed recommendations.
- c. Part time representation and assistance from OA, OPPE, NCES, and the bureaus. Team provides technical advice, reviews and comments on submissions.

II. Study Process.

- a. Action officer, with advice and assistance of team, formulates a list of actions and delegations which can be performed at the regional level.
- b. List is circulated among bureaus, Regional Representatives, etc., for additions, comments, etc.
- c. Action officer, with team assistance, reviews comments, formulates tentative list, determines required staffing (numbers, skills, grades), funding, headquarters-field relations and procedures (communications, resolution of disputes, review, flow of documents, etc.).
- d. Action officer prepares final report and recommendations covering above.
- e. Commissioner and Deputy Commissioner review report and make final decisions.

III. Implementation Process.

- a. New Regional Directors are recruited and appointed, as available.

- b. Action officer prepares, with team assistance, functional statements, definitions of delegations, and implementing directives. These are coordinated and revised as appropriate.
- c. As new Regional Directors are appointed, authorities are delegated to them.
- d. Special Assistant for Field Activities monitors headquarters-field operations to insure adherence to directives on headquarters-field relationships and propose modifications as necessary.