

—Policy Planning and Evaluation Division—

This division is responsible for three major ongoing functions: Management systems, policy planning and research and analysis, plus a special project—the Management 70's Task Force.

Management Systems

The management systems function includes the management analysis activities formerly carried out by the Department of Finance augmented by addition of certain technical

consultants from the Board of Control. The broad objective of this function is management improvement through a systems approach to organization and methods.

Policy Planning

The policy planning function envisions systematic determination of statewide policy objectives and analytical evaluation of alternatives and priorities.

Research and Analysis

The research and analysis function will bring together economic analysis and certain statistical, biometrics, research and related activities formerly carried out by the Department of Finance, Economic Development Division and the Board of Control. This operation is envisioned as a grouping of loosely-related analytical and technical disciplines brought together primarily for professional strength and flexibility.

—Data Systems Division—

This division is broadly responsible for data systems planning, development and operations. That assignment is carried out through three sections: Computer Services, Data Systems Development and Planning and Hardware Evaluation.

Computer Service Section

The Computer Service Section is responsible

for central keypunching, computer operations and quality control.

Development Section

The Development Section provides programming and systems development as well as software and research. Current projects include position control, payroll and budget systems.

Planning and Hardware Section

The Planning and Hardware Evaluation Section includes planning of new centers, education of personnel, hardware evaluation for all state agencies and establishing standards for data processing systems.

—Department of General Services—

This department exists as an individual statutory entity. However, since the department's activities are ultimately related to the management responsibilities of the Executive Department, its function will be coordinated within the

Executive Department.

The department will continue to carry out its currently assigned functions of purchasing, printing, property management and control, and

automotive and communications management. In addition, the department will assume responsibility for the Capitol Mall buildings and grounds operations previously assigned to the Secretary of State.

Executive Assistant to the Governor, Director of the Executive Department

Responsible to the governor for the general coordination of all management units and integrating the activities of the program areas.

Deputy Director of Executive Department

Acts for the director in his absence and has day-to-day responsibility for coordinating the activity of technical divisions.

Administrative Assistant to the Governor, Appointments, Press and Public Relations

Handles the screening process on appointments to boards and commissions; responsible for the governor's scheduling, and provides information to the media and other interested parties regarding state government programs.

Administrative Assistant to the Governor, Washington, D. C.

Represents Oregon state government with federal agencies and the Congress; provides technical information to the Legislature and state agencies regarding federal programs.

Ombudsman

Receives and acts upon complaints regarding the actions of state employees and state agencies. He not only handles the problems of the individual on a one-to-one basis, but will identify chronic problem areas so that general corrective administrative action may be taken.

Administrator, Data Systems Division

Responsible for the planning and implementation of data processing systems within state government and for approving the acquisition of new data processing equipment on the part of any state agency.

Administrator, Fiscal Management Division

Responsible for the development, analysis and implementation of the budget and for the service and control activities regarding state funds.

Director, Department of General Services

Responsible for the day-to-day service activities provided to state agencies, including printing, motor pool, purchasing, building and other allied fields.

Administrator, Local Government Relations Division

Responsible for insuring that local government problems and concerns are taken into account in the development of state programs and for providing technical services and assistance to local government in management areas.

Administrator, Personnel Division

Responsible for maintaining the classification and pay system of employees within state government and insuring that employees have ample opportunity for advancement within the state system.

Administrator, Policy Planning and Evaluation Division

Responsible for integrating planning efforts within the state, developing improved management systems and providing factual data upon which each of the program areas can develop their specific programs.

Assistant to the Governor, Economic Development and Consumer Services

Responsible for coordinating agency programs in this area, developing long-range plans, representing the governor and administering the Economic Development Division.

Director, Education Coordinating Council

Responsible for coordinating agency programs in this area, developing long-range plans, representing the governor and administering the Educational Coordinating Council's programs.

Assistant to the Governor, Human Resources

Responsible for coordinating agency programs in this area, developing long-range plans, representing the governor and administering Health Planning, Manpower Planning, Multi-Service Centers and OEO coordination.

Assistant to the Governor, Natural Resources

Responsible for coordinating agency programs in this area, developing long-range plans and representing the governor.

Assistant to the Governor, Legal Counsel, Public Safety

Responsible for assisting the governor in all areas requiring legal decisions; responsible for coordinating agency programs in this area, developing long-range plans, representing the governor, and administering emergency services, law enforcement planning and activities of the Traffic Safety Commission.

Director, Department of Revenue

Responsible for administering activities of this agency and providing technical information regarding revenue forecasting and revenue programs.

Director, Department of Transportation

Responsible for coordinating division programs in this area, developing long-range plans and representing the governor.