12-16-1976

Memo on Office of Planning and Development

Betsy Scrivener
MEMO

December 16, 1976

TO: Neil
FROM: The Process Scrivener (Betsy)
SUBJ: OPD

These questions are an effort to present a balance of the views expressed by the Planning group on Wednesday.

1. What is the function of OPD? Where is your Work Program?

2. What is needed to make OPD function the way you think it should?

3. What are alternative roles of OPD?

4. Assess present conditions in each of the constituent Bureaus?

5. Issue for you Neil: Why was OPD first created? To what extent have the initial objectives been met? Does the proper role of OPD need a fresh look?

6. To what degree would your problems with Bonner be alleviated if you had a specific work program for OPD?

7. From what source can I draw evidence to determine whether you and immediate staff are doing a good job?

8. Your job description...why should you be dealing in internal Bureau decision-making?

9. Section 2D (3). You raise a serious question as to the amount of orchestration that is occurring? If things are Bureau-by-Bureau, what is the purpose of OPD?

Neil, the consensus of the group is that Gary needs to give you answers to approve rather than repeatedly requesting your direction in broad terms. On the other hand, he has given you a 4 year goals list (this June) which you have not responded to!!

BW:pjr