

STATE OF MAINE  
DEPARTMENT OF PERSONNEL

May 12, 1986

PERSONNEL MEMORANDUM 3-86

TO: Department and Agency Heads, Administrative  
Directors, Personnel Officers

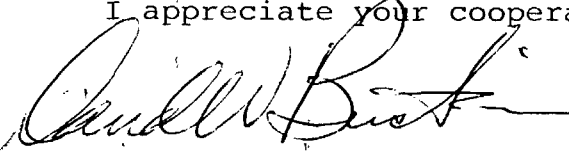
SUBJECT: NEW POSITIONS AUTHORIZED BY THE LEGISLATURE

Please submit the appropriate material to establish any new positions that have been authorized by the Legislature.

The Department of Personnel is committed to responding as quickly as possible to your requests. You should be aware that our staff is already burdened with a heavy workload and we can only serve you effectively if you submit your requests in a timely manner.

As a matter of record, agencies have not responded well to our previous pleas to submit requests to establish newly authorized positions and have often demanded rapid processing of late submissions. Service priority must be given to those requests submitted earliest.

I appreciate your cooperation in this matter.



DAVID W. BUSTIN  
COMMISSIONER

MAY BE REPRODUCED LOCALLY TO MEET DISTRIBUTION NEEDS