

EAMIP PROJECT NO. MR09

TITLE: Delegation of Authority to Heads of Posts for
Vehicle purchasing and Supplementary Furnishing

RESPONSIBILITY: Project Manager: MRC D. R. Hill
Project Officer: MRCPE E. T. Galpin

PRESENT SITUATION:

Currently purchasing of vehicles and supplementary furnishing is a Headquarters responsibility carried out by a vehicle and technical services group in MRMA and for furniture by MRMP. Many vehicles are indeed purchased locally by posts at the present time; however, this is done only on the basis of specific approval from Headquarters for each transaction. Generally speaking, supplementary furnishings are handled on the same basis to a somewhat lesser degree.

GOAL:

To improve the effectiveness, efficiency and economy of post operations through appropriate delegation of responsibility, control and accountability to heads of posts.

OBJECTIVE:

- i) To determine whether further delegation of authority in these areas could appropriately be given to HOPs, having regard to the factors of administrative efficiency, adequate control mechanisms, economy, user satisfaction and feasibility.
- ii) if a decision is made for further delegation, to establish policy, procedures and implement.
The project will determine whether or not administrative efficiency, economy or user satisfaction can be improved and by how much at what cost.

DESCRIPTION:

A working group is evaluating a review with a view to placing recommendations before the Administrative Committee by February 15, 1984. Depending on the outcome, a subsequent program of implementation may need to be developed before further delegation could be implemented.

IMPLEMENTATION CONSIDERATIONS:

Assuming agreement on both elements, supplementary furnishings could be delegated with only minor revisions to the Manual of Material Management while vehicle purchasing would require about 2 elapsed months with 1 person-month of effort to complete.

MAJOR STEPS AND TIMING:

Phase I - Study, Survey and Report Written	Oct.83 - Feb.83
- Review/Approval by Administrative Cttee.	Feb. 84
Phase II - Policy, Procedure Documentation and Post Communication	March - Apr.84
Phase III- Assessment	April 1985