

State of Iowa Executive Department

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF IOWA

EXECUTIVE ORDER NUMBER THIRTEEN

WHEREAS, the Governor's Task Force on Efficiencies and Cost-Effectiveness in Iowa State Government has recommended that Executive Branch agencies undertake a comprehensive study of their span of control - the number of employees a manager can effectively supervise.

WHEREAS, the Inspector General will establish guidelines, methods and procedures each agency can use to analyze its management structure; and

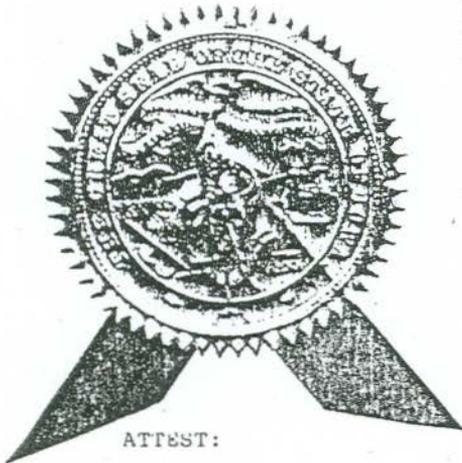
WHEREAS, each agency director is responsible for operating an efficient, cost-effective management program.

NOW, THEREFORE, I, Terry E. Branstad, Governor of the State of Iowa, by the virtue of the authority vested in me by the laws and Constitution of the State of Iowa do hereby order that:

- I. Each state department under the Executive Branch shall undertake a comprehensive review of its supervisory span of control in accordance with guidelines and methods established by the Inspector General; and
- II. Each department shall, based upon its supervisory span of control analysis, submit a report and plan of action to the Inspector General identifying management changes which have been made since January 1, 1984, and identifying management changes which will be made to streamline supervisory staffing and thereby reduce the cost of government. Management changes may include steps such as retirement, consolidations, reclassifications, transfers, or supervisory staff reductions. All reports and plans of action are due to the Inspector General on or before November 21, 1984.
- III. Each department's plan of action shall be reviewed by the Inspector General for adequacy, for the purpose of reporting agency progress to the Governor; and

- IV. Upon approval of each department plan by the Inspector General, each department shall take immediate action to implement its plan.
- V. After implementation of an approved plan, future departmental changes, such as filling vacancies, adding positions or deleting positions must be done in a manner to retain or improve upon the agency's overall supervisory span of control plan. The Inspector General will review and monitor subsequent personnel actions affecting the original plan.

IN TESTIMONY WHEREOF, I have here unto subscribed my name and caused the Great Seal of the State of Iowa to be affixed. Done at Des Moines this 21st day of September in the year of our Lord one thousand nine hundred eighty-four.



ATTEST:

Tom I. Branstad
GOVERNOR

Mary Jane Odell
SECRETARY OF STATE