

MAINE STATE LEGISLATURE

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OFFICE OF
THE GOVERNOR

NO. 4 - 71
DATE February 9, 1971

TO: ALL AGENCY AND DEPARTMENT HEADS


WHEREAS, all activities of State Government have a direct or indirect bearing on the lives of Maine citizens, and

WHEREAS, the office of the Chief Executive needs to be fully informed to coordinate State activities and to better serve Maine citizens and their government,

I, THEREFORE, direct that all State department and agency heads prepare a monthly summary of new actions, or matters of special significance, that occur under their direction and forward it to me by the fifth working day of the following month. This report may also be used by department and agency heads to bring to the Governor's attention suggestions for Executive action.

This report, however, will not be considered a substitution for the usual forms of communication between department heads and the Governor that are required by law.

This Executive Order replaces previous instructions for the Monthly Activity Report issued by the Executive Department.


Kenneth M. Curtis
Governor of Maine

