

MAINE STATE LEGISLATURE

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STATE OF MAINE

Inter-Departmental Memorandum

Date Sept. 22, 1978

To All Department & Agency Heads

Dept. _____

From James B. Longley, Gov.

Dept. _____

Executive

Subject Sunset Review of Administrative Paperwork Requirement

Attached is an Executive Order asking that all agencies achieve the minimum goal of eliminating by 25% all forms and reporting requirements imposed upon local officials, private businesses/agencies and individuals. The deadline for this reduction is October 30, 1978. As you all know, the growth in agency "red tape" is costly and frequently unnecessary. Local officials, private businesses/agencies and individuals are frequently required to: complete excessively long and sometimes duplicative state forms; submit excessive information on otherwise desirable forms; or, report activities too frequently. However, the necessity and usefulness of many of these forms is highly questionable in many instances.

Similar efforts in states such as Kentucky and Wisconsin have resulted in form eliminations of 25% and simplifications of an additional 18-20% in both states. I believe that with your assistance we can achieve equally significant paperwork reductions. Our goal is to provide services to the public and not to overburden them or agencies with excessive administrative procedures. I urge your full cooperation on this matter.

If you have any questions, please contact the State Planning Office which I have asked to coordinate this reform effort.

Thank you.

JBL:pmw
Enc.

