

MAINE STATE LEGISLATURE

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ONE HUNDRED AND FIRST LEGISLATURE

Legislative Document

No. 127

H. P. 83

House of Representatives, January 10, 1963

Referred to Committee on Appropriations and Financial Affairs. Sent up for concurrence and ordered printed.

HARVEY R. PEASE, Clerk.

Presented by Mr. Bragdon of Perham.

STATE OF MAINE

IN THE YEAR OF OUR LORD NINETEEN HUNDRED
SIXTY-THREE

AN ACT Creating the Bureau of Administration within the Department of Finance and Administration.

Be it enacted by the People of the State of Maine, as follows:

Sec. 1. R. S., c. 15-A, § 3, sub-§ II-A, additional. Section 3 of chapter 15-A of the Revised Statutes, as enacted by section 1 of chapter 340 of the public laws of 1957 and as amended by section 2 of chapter 33 of the public laws of 1959, is further amended by adding a new subsection II-A, to read as follows:

‘II-A. Bureau of Administration. Bureau of Administration, the head of which shall be the State Director of Administration.’

Sec. 2. R. S., c. 15-A, § 5, sub-§ III-A, repealed. Subsection III-A of section 5 of chapter 15-A of the Revised Statutes, as enacted by section 4 of chapter 33 of the public laws of 1959, is repealed.

Sec. 3. R. S., c. 15-A, § 23-A, additional. Chapter 15-A of the Revised Statutes, as enacted by section 1 of chapter 340 of the public laws of 1957, and as amended, is further amended by adding a new section, to be numbered 23-A, to read as follows:

‘Bureau of Administration.

Sec. 23-A. Powers and duties relating to Bureau of Administration. The Department of Finance and Administration, through the Bureau of Administration, shall have authority:

I. General duties. To constantly review the administrative activities of the other departments and agencies of the State; study organization and administration, investigate duplication of work and to formulate and install plans

for better and more efficient management, and report periodically to the Governor and on request to the Legislature;

II. Central service division. To maintain a central service division to supply state departments and agencies with up-to-date statistical and financial information;

III. Reports and forms. To work with the other departments and agencies of the State in creating, designing, maintaining and destroying reports and information forms.'

Sec. 4. Appropriation. There is appropriated from the General Fund to the Department of Finance and Administration the sum of \$56,675 for the fiscal year ending June 30, 1964 and \$117,000 for the fiscal year ending June 30, 1965 to carry out the purposes of this act. The breakdown shall be as follows:

FINANCE AND ADMINISTRATION, DEPARTMENT OF

	1963-64	1964-65
Bureau of Administration		
Personal Services	(11) \$43,400	(17) \$ 91,500
All Other	11,000	15,500
Capital Expenditures	2,275	10,000
Total	<hr/> \$56,675	<hr/> \$117,000