

APPENDIX D
Regulatory Resources Management Initiative
Standard Organization Structure

IMPLEMENTATION PLAN

1. The plan which outlines the implementation of the Model A or Model B within the Standard Organizational Structure should be prepared in the form of a Memorandum For Record (MFR) and should include the following items:

a. Organization Structure: Identify the organization structure that you believe works best in your district. Exceptions should be identified in your implementation plan and noted in the cover memorandum. Attach charts of your existing organization structure and your chosen standard structure which reflects your district situation. If exceptions to the standard structures are requested, a chart reflecting the desired structure must also be attached.

b. Implementation Strategy: Describe the steps which must be taken to implement the chosen standard structure. This should include the steps required to reassign current regulatory personnel into the standard JDs, or other positions not covered by the JDs for key positions.

c. Implementation Schedule: Provide a schedule for accomplishing steps outlined in the implementation strategy.

d. Issues/Problem Areas: Summarize issues or problems which will have to be addressed in order to implement this initiative. Any questions or problems related to implementing the new structure or reassigning personnel should be included in this section. Suggestions and/or requests for assistance concerning any aspect of this initiative should be detailed in this section.

2. The MFR is to be transmitted by memorandum through the Division Commander to CECW-OR.