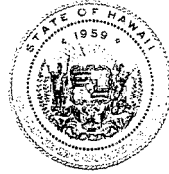


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FINANCIAL ADMINISTRATION DIVISION

December 5, 2005

FINANCE MEMORANDUM

MEMO NO. 05-13

**TO:** All Department Heads

**FROM:** Georgina K. Kawamura  
Director of Finance

**SUBJECT:** Reporting on Deployed Positions

Section 164 of Act 178, SLH 2005, requires the Governor to submit a report to the Legislature on all positions that have been deployed outside of the program to which the position was originally assigned, including positions transferred to other programs within the department and positions deployed to other departments. For purposes of this report, deployed positions shall be those positions whose incumbents have been reassigned to perform work outside of the program that funds the position.

Each department will need to identify and report on deployed positions within their department. For those positions deployed to another department, the department to which the position was originally assigned shall report on the position and must coordinate the reporting with the department that received the position in order to assess the benefits and efficiencies of the deployed position. The report is a follow up to the earlier report submitted August 1, 2005 and will cover positions that were deployed during the period from July 1, 2005 to November 30, 2005.

The attached Form 1, which reflects the information requested by Section 164, will be used to report on the deployed positions. The report must be submitted to the Department of Budget and Finance by December 16, 2005.

Your cooperation in this matter is appreciated. If there are any questions, please contact the budget analyst assigned to your department.

Attachment

