

APR 07 1986

MEMORANDUM FOR: Office Directors and Regional Administrators

FROM: Victor Stello, Jr.
Executive Director for Operations

SUBJECT: PRIORITY TASKS

I have received several communications from the Commission noting that Staff's handling of tasks designated as PRIORITY (no slip) is not entirely responsive. On several occasions, Staff has requested the slip very close to the due date--indicating that management was not paying attention. On another occasion, the Commission noted that an original selection of a due date was not well thought out, or we would not have had to request a slip.

I do not intend to take much fire from the Commission on this issue and request that you pay very close attention to these issues and the serious intent of the Commission in designating them PRIORITY.

Original signed by
Victor Stello

Victor Stello, Jr.
Executive Director
for Operations

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