



United States Department of the Interior

FISH AND WILDLIFE SERVICE

300 ALA MOANA BOULEVARD
P. O. BOX 50167
HONOLULU, HAWAII 96850

IN REPLY REFER TO:

JUN 9 1982

Mr. Richard S. Shomura
Director, SW Fisheries Lab
National Marine Fisheries Service
Honolulu, Hi 96812

Dear Richard:

We are trying to improve our dealing with others. Performance requirements for our top staff include an element on effective relations with other agencies and organizations. In the past we have received only volunteered comments and informal responses. We need to get better observations -- something of greater substance -- so decided to solicit written responses. We are trying this approach to help evaluate my performance and are contacting several others in the Pacific Islands with the same request.

If you are willing to provide your evaluation of me and/or my staff, there are several ways you could do it:

1. Constructive criticism -- point out ways we need to improve.
2. Tell us what we've done wrong or right.
3. Rate specific things like:

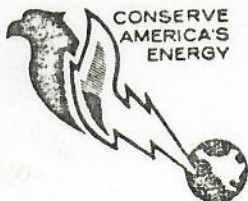
Communications - are you kept informed on Fish and Wildlife Service actions, work? Do you have enough routine contact with the Area Administrator and/or his staff?

Responsiveness - Do you get prompt answers, decisions?

Cooperation - Do you get help when our organizations/agencies are in agreement? Do you find a willingness to consider and amicably try to clarify and resolve conflicts in agency positions?

At any rate, your opinion on how I am and this office are doing would be helpful. Your response will be kept confidential. However, if you see fit, I would appreciate receiving a copy of your response. We hope to use the information in a constructive way to improve our performance. In addition, based on your reaction, we may use the approach in our performance appraisal process.

As a second, although closely associated topic, we would also appreciate your considered evaluation of the need for maintaining The Office of the Area Administrator at Honolulu. There are compelling reasons - current regional reorganization resulting from announced mainland area office closures (by October 1, 1982),



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and reduced budgets - to reconsider the desirability of maintaining the Honolulu Area Office. Your views on the value of a Fish and Wildlife Service area office for the Pacific Islands to your organization would be helpful to our decision process.

If the Pacific Islands Area Office were closed, authorities would be transferred to the Regional Office. Current field station staff and operations at Honolulu would continue to function basically as they have whereas the Area Administrator functions would become the responsibility of the Assistant Regional Directors in Portland, Oregon. Two schematics are enclosed to illustrate the current and alternative organizations.

Please direct your response to my supervisor:

Richard J. Myshak
Regional Director
U.S. Fish & Wildlife Service
Lloyd 500 Bldg. Suite 1692
500 N.E. Multnomah Street
Portland, OR 97232

Sincerely,

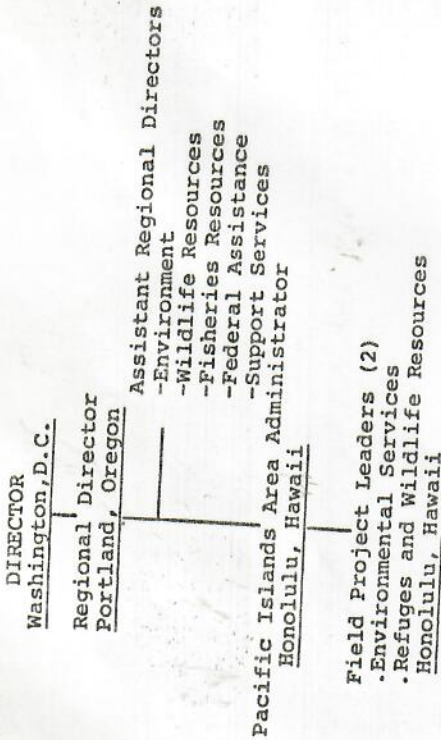
Dale T. Coggeshall
lymc Dale T. Coggeshall
Pacific Islands Administrator

Enclosure

cc: RD, Portland, Or

U.S. FISH AND WILDLIFE SERVICE
Pacific Islands Area
June 1982

EXISTING ORGANIZATION



ALTERNATIVE ORGANIZATION

