



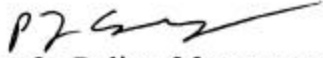
# United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY  
POLICY, MANAGEMENT AND BUDGET  
Washington, D.C. 20240

**MAR 27 2002**

## Memorandum

To: Department of the Interior Employees Nationwide

From: P. Lynn Scarlett   
Assistant Secretary for Policy, Management and Budget

Subject: Competitive Sourcing

In November 2001, Secretary Norton discussed the Department's competitive sourcing initiative in an all-employee memorandum. She shared her conviction that Interior employees are dedicated, hardworking, and resourceful. This initiative, like the Administration's other management reforms, challenges each of us to examine the work we are doing and to find the best, most cost-effective ways to deliver excellent customer service.

We would like to bring you up to date on where we are with the competitive sourcing initiative. Since November 2001, bureaus have been developing proposed competitive sourcing plans for Fiscal Years 2002 and 2003. These plans identify the specific organizational functions each bureau proposes to study during this time. Competitive sourcing studies focus on analyzing who can provide quality service at the best value to our customers. In comparing the quality and cost of our services to similar services available from the non-Interior providers, we expect that, in many cases, current or reengineered in-house activities will be shown to offer better value to the American people.

Today we started conferring with Congress and the unions having national consultation rights on the competitive sourcing plans. Once our consultation obligations are satisfied, your bureau Director will provide you with additional information on the precise set of functions to be studied over the next two years. Questions and answers on the competitive sourcing process will be available to you through your bureau Director and supervisor. Once internet capability in the Department is fully restored, updated competitive sourcing information may be accessed on the Interior website. Through collaboration, cooperation and communication, we will continue to work with you and union representatives in pursuing this initiative to deliver excellent customer service.