



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

DEPUTY DIRECTOR
FOR MANAGEMENT

M-96-17

March 5, 1996

MEMORANDUM FOR DESIGNATED HEADS OF EXECUTIVE
DEPARTMENTS AND AGENCIES

FROM: Alice M. Ravlin
Director *Alice*

SUBJECT: Planning for Agency Operations

The present continuing resolution expires on March 15th. The Congress is preparing to mark up legislation to provide for the remaining FY 1996 appropriations which we hope will be available by March 15. Nonetheless, we must continue to plan for the contingency that final passage may not be completed in a timely manner.

As in the past, OMB is responsible for ensuring that agency shutdown plans have been updated, especially in light of the full year funding provided for several programs in the continuing resolutions enacted in January. Therefore, please submit any changes in your plans to your OMB program examiner by Monday, March 11th.

We appreciate your ongoing cooperation.