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OFFICE OF THE SECRETARY

Under the direct supervision of the Office of the Secretary are the following services: Program Planning and Evaluation, Extension Services, Public Information Services, and General Administration.

Program Planning and Evaluation is responsible for assisting the Secretary in the coordination and direction of comprehensive planning in the areas of natural resources management. Extension Services are responsible for education of the general public in the use of natural resources. Public Information Services is charged with the responsibility of keeping the public accurately and swiftly informed of policies and activities of the Department of Natural Resources. The Administration section is charged with fiscal affairs, personnel, federal aid coordination, data processing services, and management of registration and titling of boats.

CAPITAL PROGRAMS

Louis N. Phipps, Jr., Assistant Secretary

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This program is responsible for land planning, acquisition, design and construction activities of the Department of Natural Resources. The program encompasses three primary work responsibilities: 1) Waterways Improvement; 2) Land and Property; and 3) Planning.