

## EXECUTIVE ORDERS

ARTICLE II, SECTION 24, OF THE CONSTITUTION OF MARYLAND, AND BY ARTICLE 41, SECTION 15C, OF THE ANNOTATED CODE OF MARYLAND, HEREBY PROMULGATE THE FOLLOWING ORDER, EFFECTIVE IMMEDIATELY:

1. The State Office Space Committee, established June 18, 1970, for the purpose of reviewing space requests for agencies of the State, and consisting of the Secretary of Budget and Fiscal Planning, the Secretary of State Planning and the Secretary of General Services, is abolished. All references to the State Office Space Committee in any rule, regulation, order, directive, legal action, contract, or other document shall be deemed to mean the Department of General Services.

2. Subject to the authority of the Board of Public Works and the Secretary of Budget and Fiscal Planning under Article 78A of the Annotated Code of Maryland, and subject to any other applicable provisions of law, the Department of General Services shall have the following responsibilities:

(a) The Department of General Services shall be responsible for the management of State-owned and leased office space in the State of Maryland to insure an effective space utilization plan and program. The Department's responsibility shall include supervising the selection and approval of locations, negotiating fair rental rates for office space, and finalizing lease agreements for all privately-owned property to be occupied by State agencies.

(b) The Department of General Services shall establish and publish standards and criteria for the use of office space and shall undertake periodic surveys of space requirements and space utilization for all agencies, boards, commissions and institutions.

(c) The Department of General Services may assign and reassign office space where it is determined that such assignment or reassignment will improve the administration of government services and will promote efficiency and economy.

(d) The Department of General Services shall coordinate space plans and programs with the Department of Budget and Fiscal Planning and the Department of State Planning,