**Section 700.20 Office of the Assistant Director**

a) The Office of the Assistant Director support staff serve all branches of the Department. Functions of the Office include:

1) The support staff performs a variety of support functions. They carry out research projects on problems facing the Department or any sector of the agricultural community. Internal management programs are administered through this office, such as, training programs for Department personnel.

2) The Bureau of Computer and Printing Services provides data processing, word processing, printing support services, and mail room shipping and receiving for the entire Department.

b) Address and phone numbers for the Office of Assistant Director:

1) Assistant Director, Department of Agriculture, Agriculture Building, State Fairgrounds, Post Office Box 19281, Springfield, 62794-9281; Phone 217/782-2172; FAX 217/785-4505.

2) Computer and Printing Services; Phone 217/785-5705.

(Source: Amended at 16 Ill. Reg. 3893, effective February 28, 1992)