

less than the average use objectives established by the General Services Administration; some of the vehicles were not used at all during the year. We found that these reports were not used by Central Office officials for management control purposes although it is pointed out in the Bureau of Indian Affairs Manual that the analyses of reports on past operations, which are developed through the Bureau's financial management control system, could indicate that weaknesses exist in vehicle utilization practices.

We brought our findings to the attention of Department and Bureau officials and proposed that vehicle utilization practices be reviewed at Bureau locations with the objective of pooling vehicles where practicable and disposing of vehicles in excess of needs. We proposed also that vehicle operators' records be properly maintained so that management officials can adequately review and evaluate vehicle utilization. We were advised that our proposals would be adopted, and in December 1965 the Department advised us that the findings in this report disclosed some significant weaknesses in the management of vehicles and that it was the Bureau's intention to eliminate those weaknesses as rapidly as possible.

We were advised that the Bureau had initiated action for an almost complete take-over of its motor vehicle fleet by the General Services Administration. Transfers of vehicles have been completed at the Anadarko and Muskogee Area Offices, and, as a result of the pooling operations, it is expected that annual operating costs of the Anadarko and Muskogee Area Offices will be reduced by about \$33,000 and \$40,000, respectively, and that total vehicle needs will be reduced by about 100 vehicles.

In view of the corrective actions taken or to be taken by the Department and the Bureau, we are making no recommendations on the specific matters noted in the report at this time. As part of our continuing review of the Bureau, we plan to make examinations into the action taken at an appropriate time. We noted, however, that the Bureau's Office of Audit does not review the utilization of vehicles. In our opinion, such reviews by internal audit are a significant and necessary management control function; therefore, we are recommending that the Commissioner of Indian Affairs require the Office of Audit to include the examination into vehicle utilization as part of its reviews of property utilization.

[Index No. 16—B-114807, Apr. 12, 1966]

NEED FOR IMPROVEMENT IN MULTIPLE-AWARD CONTRACTING POLICY, GENERAL SERVICES ADMINISTRATION

We made a review of selected multiple-award contracts awarded by the General Services Administration for felt tip markers. Multiple-award contracting is the awarding of concurrent contracts to different suppliers of comparable or competitive products or services, which can be used by Government agencies to fill their varying requirements. Because certain actions taken by the contracting officer, with which we disagree, were consistent with a policy governing the General Services Administration multiple-award