C. Study Schedule.

- 1. The first meeting of the study group will be held on February 8, 1972. Thereafter, the study group will meet for four days each week to develop questionnaires and itinerary for field visits necessary to complete the study. These will be presented to the steering group for approval and further recommendations on March 24, 1972. Any changes to the questionnaires suggested by the steering group will be accomplished during the week beginning March 27, 1972, with actual testing of the "user" questionnaire to be accomplished at meetings at Fort Belvoir on April 4, 1972, with Mr. C. Dobbs, the Base Commissary Officer and Major Garvin, the Medical Supply Officer for the DeWitt Army Mospital. Further questionnaire testing will be conducted April 5, 1972, with Mr. Samick, the Assistant Supply Officer for the VA Hospital in Washington, D. C. and Lt. Commander Lawson, the Supply Officer for the National Naval Medical Center in Bethesda, Maryland. Questionnaire modifications required as a result of these meetings will be accomplished on April 6, 1972, with further progress reporting and presentation of this Study Plan to the steering group to be accomplished April 13, 1972. At this meeting, the steering group representatives will also present information on thet data requested in the inventory control point and depot questionnaires that are available from a headquarters location and therefore not required from the subordinate activities.
- 2. Printing of approved questionnaires in sufficient quantities for all recipients will commence April 17, 1972, with actual mailing to be accomplished not later than April 24, 1972, to the activities constituting the twenty percent sample and these activities scheduled for personal visits after July 1, 1972. Copies to be supplied to those activities scheduled for personal visits prior to June 30, 1972, will be Xeroxed and mailed April 14, 1972. Schedules for the personal visits appear below.
- 3. Meetings and briefings will be arranged with headquarters organizations in the Washington, D. C. area for the week beginning April 17, 1972. These meetings will be to provide the headquarters activities the purpose and plans for the study and to enable the study group to be acquainted with the missions of their activities involved in the study commodities, the headquarters relationship to those activities, and any workload and cost figures available. Arrangements will be made for meetings of approximately three hours duration to each of the following: