

7. How many employees are involved in the program and in what general type of employment categories do they fall?

There are 1,740 employees involved in the program. Of these, 755 are investigators and supervisory investigators, 331 perform NACI function, 185 transcribe reports of investigations, and 469 are principally clerical and related support personnel.

8. What is the grade structure and how many supergrades—quota and non-quota—are involved?

There is one quota supergrade position.

The investigators are GS-9 and 11, with trainee level at GS-7 and supervisory level at GS-12. The NACI, transcription, clerical, and support personnel are principally in the GS-2 to 5 range.

9. What capital equipment, such as ADP, if any, do you rely upon to fulfill the program?

We do not, at this point, rely upon ADP equipment. However, we have capital equipment investments in dictating and transcribing machines, and duplicating and filing equipment to help fulfill our program.

10. Do you expect the expenditures or the benefits of the program to grow appreciably in the future?

The program has been substantially stable in terms of its fundamental content for the last decade. We do not envision any significant change. As a service organization our volume fluctuates according to agency needs based on the fluctuating size of the Federal work force.

11. At what level are the personnel responsible for the various parts of the program coordinated to determine if the program as a whole is being efficiently carried on?

Overall program coordination is the responsibility of the Director, Bureau of Personnel Investigations.

12. Is there a continual program review within the agency, other than the annual budgetary review, to determine more effective and efficient ways to achieve these program objectives?

A weekly review of workloads and resources in the full field program is used as a basis for proper deployment of staff to areas of greatest need.

Every 4 weeks there is an in-depth review of workloads and costs compared to estimates, and an assessment of program inputs in relation to program outputs.

At least once a year a comprehensive evaluation visit is made to each investigative center region by the Director or Deputy Director of the Bureau of Personnel Investigations. This affords a full evaluation of program and operational effectiveness as well as an appraisal of the key personnel engaged in its execution.

13. To your knowledge, does this program duplicate or parallel work being done by any other agency?

While the Commission has primary responsibility for the investigations for the competitive service, we have entered into agreements, authorized by Executive Order 10450, which permit major departments having investigative staffs to conduct their own personnel investigations. These include Defense, State, Treasury, Post Office, and FBI for Justice. All have investigative, intelligence, compliance, or enforcement staffs and have the capability to conduct personnel investigations along with their other work.

The personnel investigations made by these agencies parallel but do not duplicate those being made by the Commission. Duplication of investigations is avoided by means of the Commission's security investigations index. The index contains records of approximately 10 million investigations initiated by the Commission and other agencies since 1939. The index is searched whenever any agency initiates an investigation. The agency is advised of the existence and location of any previous investigation reports. If the earlier investigation was conducted by the Commission, the investigative file is made available for review. This effectively eliminates duplication of investigation and repetitive investigative contacts.

14. Is your organizational structure such that the program is being carried out most efficiently and effectively?

Yes. We have in the past 6 years made significant changes in our nationwide organization structure as I discussed with you previously, in an effort to reduce overhead and to streamline procedures.

Illustrative of the effectiveness of these efforts is the fact that our cost for conducting a NACI investigation this year is the lowest it has been in the two