

S4-6. SPECIAL INSPECTION AREAS

a. Purpose

(1) This section contains instructions and guidelines for reviewing program areas for which it has been determined that:

(a) Special emphasis is needed due to high program interest by the general public; the President, Congress, Civil Service Commission or Federal agencies. An example is the current equal employment opportunity program.

(b) New laws or Executive orders with subsequent regulations require inspection coverage in detail or depth not provided in other sections of Supplement 273. Interim or "trial" guidelines are needed which, as time and other factors permit, will be incorporated into appropriate sections for continuing use.

(2) For most program areas covered by this section, the instructions can be utilized as the basic document for guidance in conducting the onsite activities. This permits the individual sections to be used as unit instructions for inspector trainees, and also for use by trained inspectors in making special inquiries, such as followup visits in connection with the equal employment opportunity program.

(3) On the other hand, it is not intended that these sections be used as separate units without proper references to other parts of this supplement. For example, in preparing for and carrying out a survey of equal employment opportunity, the inspector would also use other guides such as those for reviewing agency career patterns (S4-3), agency actions to assure maximum use of skills and abilities (S4-4), and those covering inspection impact assessment (S2-3).

b. Reporting

Unless otherwise directed by a nationwide plan or specific instructions within the guidelines for program areas, reports should be prepared as described in S4-1, General Guides and S6-1, Preparation of Written Reports. These sections contain information on flexibility in conducting and reporting the inspection.