

51. Describe your program for evaluating the actual results of computer use against the results anticipated when the use of the computer was approved.

Periodically, the Executive Director reports to the Commission on the results of the computer program against the benefits that were anticipated. Also, the budget process provides a vehicle which is used to review the results of computer achievements and plans for future mechanization. Detailed time and use data are recorded and tabulated for management's evaluation of system performance against work scheduled.

52. In general, have your computers produced the benefits that were expected?

Our computer has produced many of the benefits that were expected, such as: the elimination of backlogs of radio applications; making available up-to-date information on all licensed communications facilities; reducing personnel requirements in some areas; and providing data and answers to problems which were impossible of attainment previously.

53. How many computers do you now have, and how many of these are purchased?

The Commission has one Univac III computer, purchased and installed in December 1963.

54. Who makes the decision on whether computers are purchased or leased?

The decision whether a computer is purchased or leased is made by the Commission upon the recommendation of the Executive Director. The decision to purchase our computer was based on the fact that it would be adequate for our needs for 10 years; and the cost to lease the configuration for ten 10 years would be \$2,235,000 versus \$946,500 to purchase.

55. Is your agency now using any leased ADP equipment? If so, how much longer do you expect to use it?

The only ADP equipment leased by the Commission is conventional punched card equipment. This equipment will be phased out by 1970 except for card punching machines which will be used on a continuing basis for producing input to the computer system.

56. Have you made use of third-party leasing agreements? If so, what has been your experience with these agreements?

The Commission has not entered into third-party leasing agreements.

57. To what extent have you developed standard systems or applications which are used by your computer installations?

Since we have only one computer installation, standardization of systems or applications across multiple installations is not a consideration.

58. Will you describe the steps you have taken for the development of standard data elements for use by your department under the program recently established by Bureau of the Budget Circular A-86?

The Commission has commented on the various proposed standards that have been submitted for our review. We will utilize those standards that are adopted for the Federal Government when applicable to our systems.

59. What do you consider to be the most pressing problems that need to be overcome for you to make better and more efficient uses of computers in your agency?

Our most pressing problem is recruiting and retaining capable card punch operators because of higher salaries for clerical positions such as clerk-typists or file clerks. The problem stems primarily from the present classification standards for this occupation which make advancement above the GS-3 level extremely difficult. The requirements for GS-3 card punch operator positions seem too severe in comparison with clerical positions.

G. Personnel management

60. Where is the responsibility placed for manpower planning in your agency?

The Executive Director has responsibility for manpower planning. In accomplishing this responsibility he obtains staff support from the Chief, Budget and Fiscal Division, Chief, Management Information Division, and the Director of Personnel. The principal mechanism by which manpower planning is accomplished is through the Planning Advisory Committee which consists of bureau heads and the Executive Director as chairman. The plans, as approved by the Commission, are translated into program terms and priced in the budget document. The programs and budgets approved for the bureaus then become the basis for the Director of Personnel, using such information as turnover data, projected retirements, and manpower utilization considerations, to develop long-range recruitment objectives to meet the manpower staffing. Plans are currently under-