

47. Who makes the determination that excess equipment can or cannot do the job?

The Office of ADP Management.

48. What has been your experience in making use of excess equipment?

None. Our requirements to date could not be satisfied by available excess equipment.

49. Assuming it is necessary to acquire equipment from the commercial market, do you normally invite all qualified suppliers to submit proposals. What are the exceptions?

Part I—Yes.

Part II—There have been no exceptions.

50. Who makes the final selection of equipment, and on what basis is the decision made?

The Office of ADP Management. All selections to date have been on the basis of ability to perform, ability to provide timely delivery, and economics. In each case specifications for equipment are prepared and submitted to all interested vendors. The selection is made based upon which vendor most adequately satisfies all specifications and economics.

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

In each acquisition of a computer the feasibility study outlines the results that are expected. Actual performance is then measured against the anticipated performance when the computer is in an operational condition. Benchmark is also used for this purpose prior to the selection of equipment.

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

Yes.

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

We have purchased only 11 computers. The Control Data 1700's are not considered computers as we have reported to GSA and BOB.

54. Who makes the decision on whether computers are purchased or leased? On what basis are the decisions made?

(1) Office of ADP Management.

(2) The primary factor is overall economics. Other factors are: the role of the computer, the probable replacement date of a computer, and the nature of the equipment.

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

The POD does not lease any computers with the exception of leased time on the IBM 360 at the Department of the Interior. On the other hand we do lease several punch machines and other EAM equipment. We plan to lease these for 1 year.

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

No.

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

Approximately 80 percent of our systems are being developed as standard systems for several computer installations.

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.

We are in the process of implementing the use of standard data eliminations and code for all future applications.

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

Trying to obtain highly trained technicians to work within the Government. We are in need of more and better operating software.

G. Personnel Management

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

The Postmaster General has the responsibility to see that the Post Office Department does not exceed the maximum allowable employment figures as determined by the President at the time of the annual budget review. The Postmaster General establishes approved employment ceilings for the operating bureaus and they in turn provide numerical ceilings for the various installations under their administrative direction. In the case of the Bureau of Operations, numerical ceil-