

scribing (and assisting agencies in the application of) Government-wide regulations, standards, and procedures for the procurement, conservation, and utilization of public utilities services; and representing the interests of the Government as a user and consumer of such services in negotiations with suppliers or in proceedings before regulatory bodies.

5. Can you quantify this output in any way?

Output of the various subprograms can be quantified as follows:

(a) *Transportation (other than motor equipment)*.—Seminars conducted; regulatory and technical publications issued; information services rendered.

(b) *Motor equipment*.—Fleet management studies; miles driven by motor pool vehicles.

(c) *Communications*.—Intercity calls handled; minutes of usage of advanced record system (ARS).

(d) *Public utilities*.—Agency assistance actions; utility bills received.

6. Would you describe the principal operations that are involved in producing this output?

Principal operations that are involved in producing the output are:

a. *Transportation (other than motor equipment)*.—Furnishing rates and routes; negotiating adjustment of rates, classification ratings, transit privileges, and accessorial charges; issuing complex shipping instructions, Government bills of lading and related transportation documents; making contractual arrangements for special movements of highly valuable materials such as gold and silver bullion; arranging customs entry and clearance; providing technical assistance for settlement of invoices and processing of claims; providing management assistance for freight transportation and passenger travel; conducting seminars to increase Government-wide knowledge and proficiency in modern traffic management; and providing policy guidance and direction to civilian agencies through publication of Federal Procurement Regulations and Federal Property Management Regulations and other handbooks, guides, and pamphlets.

b. *Motor equipment*.—Conducting studies of agencies' managerial and operational policies pertaining to motor equipment management; furnishing leadership in negotiating cross-servicing agreements between agencies for motor vehicle fuel and oil; arranging for cross-utilization of construction equipment, maintenance facilities and training of heavy-duty equipment and automotive mechanics; conducting defensive driving techniques classes and safety workshops; sponsoring the free interchange of motor vehicle management information between and among Federal agencies; and operating motor vehicle pools and systems to service the needs of executive agencies.

c. *Communications*.—Designing and engineering a Federal communications system, for general and national use, compatible with the National Communications System; conducting studies, on a Government-wide basis, of equipment utilization, service, rates, and economic factors; negotiating contracts; and managing and controlling the operations of the Federal Telecommunications System. The Federal Telecommunications System, financed through the Federal Telecommunications Fund, consists of an intercity voice network, telephone switchboards, and local service; a records network furnishing general usage telephone, data, facsimile, and related services; Comsec equipment installation and maintenance; and the centralized management and procurement of the leased intercity circuit requirements of the civilian agencies to take advantage of bulk tariff rates for the FTS, exclusive circuits for specific agencies, including State, municipal, and other non-Federal activities under individual agreements where it is economically advantageous to the Federal Government.

d. *Public utilities*.—Rendering assistance to Federal departments, agencies, and bureaus in such public utility functions as procurement, management, utilization, cost reduction, and negotiation; publishing Federal procurement regulations; negotiating and assisting Federal agencies in using areawide utility contracts.

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

This program has 2,912 man-years available to it in fiscal year 1968. Of this number, 545 man-years are technical and professional personnel; 561 man-years are ungraded blue-collar workers; and the remainder, 1,806 man-years are administrative and clerical.

8. What is the grade structure and how many supergrades, quota and nonquota, are involved?

In fiscal year 1968 there are eight supergrade positions, of which one GS-16 is nonquota. There are 91 GS-14 and GS-15 positions; 2,252 GS-1 through GS-13 positions; and 561 ungraded positions. The total average employment is 2,912.