

9. What capital equipment, such as ADP, if any, do you rely upon to fulfill this program?
Capital equipments relied upon to fulfill the program are:

- (a) Motor vehicle equipment;
- (b) Service station type equipment; and
- (c) Communications equipment.

10. Do you expect the expenditures or the benefits of the program to grow appreciably in the future?
Expenditures and related benefits of the program are anticipated to grow appreciably in the motor pool operations and the Federal telecommunications system.

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 out?

The various parts of the program are coordinated at the Assistant Commissioner level with overall coordination conducted at the Commissioner level.

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?

Program review is a continuing process with review, analysis, and progress reporting accomplished not less than each quarter.

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

The transportation and communications program consolidates the Government's needs in the transportation and communications areas within the United States. Parallel programs do exist, with respect to agencies' special purpose transportation, motor vehicle, and communications requirements.

14. Is your organizational structure such that the program is being carried out most efficiently and effectively?
As a result of a recent reorganization, the structure is considered the most effective for carrying out the program in the most efficient manner.

15. Are there any outstanding GAO reports on this program? If so, what is the status of the GAO recommendations the report contains?

There are no outstanding GAO reports on this program.

16. What significant problems, if any, are you facing in accomplishing the program objectives?
There are no significant problems anticipated in accomplishing the program objectives.

17. Do you administer any grants, loans, or other disbursed funds related to this program? If so, is the size of your administrative staff commensurate with the magnitude of the outlays?

No grants, loans, or other disbursed funds related to this program are administered.

18. If your appropriations were reduced, how would you absorb the cut—by an overall reduction, or by cutting or curtailing certain activities?

A reduction in appropriations would require a complete reexamination on a priority basis on the work program to be accomplished in order to determine the program impact.

19. If additional funds were available, what would you do with the new money?
In the event additional funds were made available in fiscal year 1969, the amount of the increase would determine its specific use. However, any increase would be devoted to accelerating the expansion of the Government-wide management activities which have been scheduled for later years.

E. Program Category VI—Records Services

1. What is the nature of and authority for this program?

The program of the National Archives and Records Service consists of a number of varied subprograms.

The records management subprogram provides standards and guidelines—for paperwork-management systems and assists agencies in reducing and simplifying Government paperwork. The authority for this subprogram is the Federal Records Act of 1950, 64 Stat. 578, as amended; (44 U.S.C. 392, 392-396, 398, 401).

The Federal Register subprogram furnishes essential promulgation and documentation services to the Nation by publishing and indexing the laws of Congress, the papers of the Presidents, and the generally applicable rules and legal notices prescribed by the executive agencies. Authority for the Federal Register program is the Federal Register Act, 49 Stat. 500, as amended, (44 U.S.C. 301-310, 311, 312-314); the Administrative Procedures Act, 80 Stat. 381 (5 U.S.C. 551-553);