

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

We have a total of 66 main frames of which 55 are purchased and 11 are leased.

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

This is a function of the selection team who base their decisions on a quantitative analysis of the lease versus purchase study which is required in all cases. The recommendation is sent to the Assistant Secretary for Administration for final approval.

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

Yes. As long as it remains cost/beneficial to the Government to retain the equipment by this method.

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

No, but we are investigating this area.

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

We are in the process of studying common systems for implementation DOT-wide. We have one presently under study, a manpower personnel system.

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.

It is departmental policy to use standard data elements whenever possible. Our Office of Transportation Information Planning and our Data Systems Division along with our Data Processing Systems Council are addressing themselves to this area.

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?

There are two of about equal significance:

(1) Education of various functional managers; that is, personnel, finance, research, planning, etc., to the state of the ADP art so that the management function is able to enjoy the capabilities and power of the machine and use it in the most consequential ways.

(2) To minimize escalation of ADP requirements in each administration by replacing a divided effort with a concerted long-range plan based upon time sharing centralized to the degree affording the most benefits. A general concept of such a system has been developed and a contract with a qualified systems engineering organization to verify cost/benefits is contemplated.

G. Personnel management

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

Responsibility for manpower planning rests with the Commandant and administrators and, for OST, with the Assistant Secretaries. The Office of Personnel and Training under the Assistant Secretary for Administration is responsible for coordinating and providing leadership for manpower planning as well as for the conduct of a departmentwide program in those areas that cut across operating administration lines. Manpower planning activities within the Department at the present time range from relatively sophisticated programs in the Federal Aviation Administration and U.S. Coast Guard to a bare beginning in those new administrations established with the creation of the Department of Transportation.

61. What manpower requirements are forecast for your agency and how are these determined?

Manpower requirements are forecast in major program areas (e.g., Coast Guard officer requirements, air traffic control requirements) based on such factors as predicated growth in gross national product and commercial and general aviation.

62. Is the work in your agency organized with some consideration of the effect on position classification so that the mission can be accomplished with the minimum number and cost of positions?

Effect on position classification is a primary consideration in the manner in which work is organized in the Department of Transportation. We have in the final stages of development a Department of Transportation organization and position management control system based on the criteria and guidelines con-