

rendering decisions in cases coming before the Safety Board, such as determining accident causes, and rendering public information services on all authorized functions performed by the Safety Board. Authority for this program activity emanates from the Department of Transportation Act of 1966.

2. Who is the person primarily in charge of this program at the operative level (name and title)?

The responsible official for overall top management direction and coordination of this program is Joseph J. O'Connell, Jr., Chairman, National Transportation Safety Board.

3. How much money and capital equipment is available under this program for fiscal 1968?

The sum of \$376,000 was appropriated for fiscal year 1968 for this program. Capital equipment is limited to personal property; for example, furniture, office machines, et cetera. Two hundred dollars was allocated for this type of equipment in fiscal year 1968.

4. Would you describe the output generated by this program?

The output of this activity includes a broad range of material such as approved Safety Board documents, legal decisions, opinions, orders and other legal documents such as contracts, comments on legislation, proposed and final rules, etc. prepared by the Office of General Counsel; and press releases, speeches, articles and other public affairs material prepared and released by the Office of Public Affairs.

5. Can you quantify this output in any way?

Specific quantification and measurement of end products are difficult; however, the following are offered as examples of the approximate number of major end products that will be produced in fiscal year 1968:

The five-member Safety Board will hear, review, and approve approximately 120 major end products including accident reports, procedural documents, rules, appeals, etc. In addition, they will be required to make numerous speeches, participate in Safety Board hearings, and conduct a broad range of duties commensurate with the station of Presidential appointees.

It is estimated that the Office of General Counsel (four attorneys) will prepare and execute approximately 47 opinions and orders; will review approximately 14 initial accident reports, and will prepare approximately 225 associated major legal-type end products.

The Office of Public Affairs (two professional employees) will write and release approximately 100 major speeches, press releases and other related documents, and provide public information support to the Safety Board at all public hearings and at major aircraft sites. In addition, they will respond to many requests for information and perform other public affairs activities.

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

The principal operations involved are primarily those of research, documentation, preparation, coordination, review, and approval of the broad range of material described above. There are written procedures which provide for the orderly presentation of this material to the Safety Board; for preparing and issuing legal documents; and for the control and release of public affairs material.

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

There are 22 positions authorized for fiscal year 1968. They fall into the following types of employment categories: Presidential appointees, attorneys, public affairs specialists, and secretarial personnel.

8. What is the grade structure and how many supergrades—quota and non-quota—are involved?

The grade structure includes five Presidential appointees (one level III and four level IV's), one GS-17 (quota supergrade), five GS-15's, one GS-14, one GS-13, one GS-12, one GS-11, four GS-10's one GS-8, one GS-7, and one GS-6.

9. What capital equipment, such as ADP, if any, do you rely upon to fulfill this program?

None.

10. Do you expect the expenditures or the benefits of the program to grow appreciably in the future?

There should be a slight growth rate, and benefits from the program should increase appreciably as officials gain additional knowledge concerning these assignments and improved management techniques are introduced and through ongoing program reviews.