

APPRAISAL OF AEC AND AEC CONTRACTOR PERFORMANCE

organizations should ordinarily be made within the first twelve months of operation.

6. It is not anticipated that a detailed review of all aspects of each function will be required to produce sufficient information on which to base an appraisal.

H. TYPICAL APPRAISAL FACTORS WHICH MAY APPLY TO EITHER ADMINISTRATIVE OR PROGRAMMATIC ACTIVITIES

1. Performance:

a. evaluation of end results:

- (1) adherence to schedules and requirements.
- (2) quality and/or quantity of final product or service.

b. costs:

- (1) total costs of activity.
- (2) unit cost and trends.
- (3) personnel costs and trends.
- (4) material costs and trends.
- (5) overhead costs and trends.

c. safety performance.

d. nuclear materials management.

e. effectiveness and costs of maintenance program.

f. responsiveness to AEC directions and changes.

2. Policy, organization and procedures:

a. adequacy of internal control systems.

b. extent to which policies agree with AEC standards.

c. extent to which there is a clear distribution of responsibility with commensurate assignment of authority.

d. degree to which organizational structure encourages effective communications and decisions.

e. degree to which personnel policies contribute to effective management.

3. Record in meeting program assignments on time, and within estimated costs, including:

- a. ingenuity and aggressiveness in meeting or improving upon target dates.
- b. responsiveness to AEC needs and requests.

4. Inventiveness in advancing the technologies involved, including resourcefulness in incorporating economy and safety into design.

5. Quality and originality of ideas and proposals.

6. Skill and diligence in planning and organizing work.

7. Effectiveness in preparing and presenting budgets, including quality of Schedule 189 estimates (Project Proposal and Authorization).

8. Discernment in determining when lines of inquiry become unprofitable.

9. Promptness, quality and frequency of technical reports, progress reports, project reports and general communications.

10. Stature of individuals and the organization within the scientific community.

11. Overall manpower levels in relation to work output.

12. Effectiveness of personnel policies in attracting and retaining qualified technical staff.

13. Relationship of overhead and support structures to other staff.

14. Environment for research.

15. Process improvements.

16. Overhead cost performance.