

MODEL STUDY OF CONTRACT ADMINISTRATION

Secretary Charles and General Ruegg have suggested that this area be selected for an immediate depth analysis. The objective would be not only to formulate a complete action program for further improvements in this field, but to establish a model which then might be emulated in similar studies of other functional fields.

It is planned that two members of the task force, Captain Beyer and Mr. Churchman, supplemented by one representative of each military department, as required, and DSA (DCAS), will form a special team to establish this model starting immediately.

This special team will cover the full range of subjects outlined under the inventory project above. In addition, the group will endeavor, in time for the meeting on the 18th, to arrive at at least preliminary conclusions and recommendations for consideration by the policy board.

It is likely that this effort will generate the need for additional followthrough studies to be conducted by an appropriate group beyond the July 18 date.

CONCLUSION

It is hoped that the above steps will yield sufficient factual information and problem identification findings that the board can profitably spend time at the July 18 meeting in reviewing the material in detail and in formulating plans for the next stage.

GLENN V. GIBSON,

Acting Assistant Secretary of Defense (Installations and Logistics).

LIST OF PERSONNEL AND PLACES TO BE VISITED

Army—Assistant Secretary (I. & L.) :

1. DCS/Logistics.
2. CG/AMC.
3. CG/CDC for CG CONARC.

Navy—Assistant Secretary (I. & L.) :

1. DCNO (Logistics).
2. CNM.
3. Commander, Navy Ships Systems Command.
4. Commander, Navy Supply Systems Command.

Air Force—Assistant Secretary (I. & L.) :

1. DCS/S. & L.
2. CG AFSC.
3. CG AFLC.

DSA :

1. Director, DSA.
2. Deputy Director CAS.

AREAS OF INTEREST FOR DISCUSSION

A. Do you see any problems associated with the characteristics of the present logistic work force? Areas that may be possible subjects are :

- Aging of the work force.
- Education level.
- Military, civilian mix.
- Grade and rank distribution.
- Personnel turnover.
- Quantitative staffing.

B. Do you consider that there are problems in personnel requirements planning? Areas for consideration may include :

- Determining skill requirements.
- Grade levels.
- Military, civilian mix.
- Advancing technology.
- Budgetary planning, for example, float for training.
- Availability of long-range plans for logistics systems.