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MEMORANDUM FOR THE RECORD

SUBJECT: NPIC/MIS

1. The MIS should help the various levels of NPIC management see changes in productivity and answer questions related to production and its costs. To provide information on productivity or time/production unit, on production, and on costs, the MIS must contain information on units of production for those products and systems that we get questions on. To save effort, it could exclude information on supporting services (SS etal) that do not produce main-line products and whose "costs" are available enough through T&A records, etc.

2. To save input preparation costs or computer system resources, it should examine the possibility of incorporating or borrowing from the POS/PSG production monitoring system, the RED/TSG contract information system, the PBB/PS budget printout system, and the IIS/IDF. And it should examine non-NPIC systems for input or supplementary information -- the DDS&T Contract Monitoring System, the IRS/DDI Requirements System, and the DDS or OPPB systems that supply us (FB/SS and PBB/PS with printouts on regular -- and overtime hour costs, obligations or expenditures, and personnel figures.

3. To include production units should take little ADP file space. A three-four character element per record might do: a character for type of production unit -- page of text, target readout, etc.; and two-three for number of units.

4. Questions from upper management concern costs, production, and productivity. So we need a system that tells us how those things change as we change functions, personnel, or equipment. An improved MIS can.

25X1

Chief, Programming & Budgeting Branch/PS

Distribution:
   2 - NPIC/PMB/PS
   3 - NPIC/PBB/PS
   2 - NPIC/PAB/PS

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SUBJECT :   SOME OF THE
             USES   FOR   THE   MIS

① New Programs, equip, computer etc
  Accomplishments, Major ADP projects

I 1. TIME STUDIES OF PROJECTS

       a) MISSION

       b) DIRECT

       c) BASIC Budget

    2. PLANNING Decisions made on Basis of Data
        PURCHASE OF EQUIPMENT

    2. MAJOR PROGRAM COSTS

    3. DURATION OF PROJECTS

    4. NUMBER + TYPE OF PROJECTS COMPLETED,
        STARTED, CANCELLED.

    5. NPIC COST EXPENDITURES AGAINST ACTIVITIES

        e.g. WHAT DOES SECURITY ESCORT COST

I   6. OVER TIME COSTS

    7. NPIC SUPPORT TO NON CIA BY PROJECT, COMP, ACTIVITY

    8   "   "   "   CIA   "   "   "   "

    9. MAN HOUR SUMMARY FOR VARIOUS MISSIONS

    10. SITUATION SUMMARY

    11. REVIEW OF COMP WORK LOAD

    12. DISTRIBUTION OF NPIC WORK LOAD BY PROJECT
         OR PROGRAM

    13. COMPARING PROJ. AGAINST PROJECT.