

THE ATTACHED MBOs ARE
AS SUBMITTED IN THE
FIVE-YEAR PLAN

Office: OL/LSD

Objective Statement: Improve the physical environment and the quality of food and service in the Executive Dining Room

Responsible Officer: _____
 Significant Funding Amount: _____ FY _____

Quarter Ending: _____

O - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Select a consultant to survey the physical area and overall function of the EDR and to prepare a report on the findings with recommendations for improvement.			O									
Present a proposal for improvement to management.				O								
Initiate a work order to implement facility changes and initiate action for any approved personnel changes.						O						

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Office: OL/LSD

Objective Statement: Provide a system for more timely and efficient response to user requirements

Responsible Officer:
 Significant Funding Authority: FY - 83

O - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
In conjunction with ODP and OL/RECD/HEB, refine requirements for acquiring a Computer-Assisted Design & Drafting System										0		
Establish requirements for a Request For Proposal (RFP)											0	

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Office: OL/PD

Objective Statement: Improve responsiveness to requirements for goods and services that are politically sensitive

Responsible Officer: [Redacted]

Significant Funding Amount: [Redacted] FY 83

Quarter Ending:

0 - Scheduled
X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
I. Develop a system to monitor and timely satisfy requirements that are sensitive, have executive interest and are needed for operational support.												
a. Establish a method of identifying these requirements that need to be monitored upon receipt.			0									
b. Identify modifications to PDMIS that will automatically monitor the requirements.				0								
c. Implement and test the modifications to PDMIS.						0						
II. Execute renewal service contracts by the end of the Fiscal Year except those subject to GSA schedule requirements.												
a. Define problem				0								
b. Explore alternative procedures								0				
c. Implement										0		

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Office: OL/P&PD

Objective Statement: Implement the Digital Prepress System (3 Year Project)

Responsible Officer: [Redacted]

Significant Funding Amount: [Redacted] FY 83

Quarter Ending:

0 - Scheduled
X - Actual

25X1
25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
1. Initial testing, operation and evaluation of the EOCOM laser platemaker.	0											
2. Order Black and White Electronic Camera.	0											
3. Installation, testing and evaluation of Black and White Electronic Camera.		0										
4. Order and install CAMEX "testbed" pagination system.			0									
5. Prepare detailed specification for Interactive Area Composition and File Management System (IACFM).			0									
6. Prepare a final report on testbed pagination system.				0								
7. Based on detailed specifications for IACFM and on results of pagination system testbed, conduct a market survey of available equipment and prepare a final report with recommendations.									0			
8. Based on results of items 5-7 either:												
a. Prepare and release a Request for Proposal (RFP) for an IACFM												
b. Order recommended IACFM											0	

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Office: OI/RECD
 Objective Statement: Construct 50,000 net square feet of space at Bldg. 213
 Responsible Officer:
 Significant Funding Amount: \$ FY 83
 Quarter Ending:

O - Scheduled
 X - Actual

25X1
 ZSA1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Complete redesign of third floor.		0										
Exercise Option I for construction of the first three floors.		0										
Exercise Option II for construction of the remaining three floors.		0										
Begin construction.			0									

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Office: DDA *OL/RECD and LSD*
 Objective Statement: Conr Approved For Release 2008/03/04 : CIA-RDP86-00735R000100020002-0
 Responsible Officer: [redacted] (jointly)
 Significant Funding Amount: \$ _____ F1 _____
 Quarter Ending: _____

0 - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Either by delegation of leasing authority from GSA or by use of DCI authority obtain the following new space for Agency purposes:												
[redacted] Building (occupancy)						0						
[redacted] Building (decision)	0											
[redacted] Building (occupancy)										0		
Investigate improved powerplant reliability at Headquarters.												
Complete Study Contract on resource requirements.				0								
Determine future responsibility for Maintenance and Operation							0					
Investigate improved level of Maintenance and Capital Improvements [redacted] and [redacted]												
Complete minor repairs			0									
Schedule major Capital expenditures			0									
Review status of O&M progress				0								

25X1

25X1 25X1

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Office: OL/LSD and OL/RECD
 Objective Statement: Provide support to SAFE, Phase II
 Responsible Officer:
 Significant Funding Amount: \$ - FY 83
 Quarter Ending:

0 - Scheduled
 X - Actual

25X1
 25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
I. Renovate space and relocate personnel and equipment (LSD).												
a. Complete drawings to relocate the Map Library.		0										
b. Complete backfill of space allocation to the DCI area, DDO, DDA and DDS&T.			0									
c. Free up space for Phase II.					0							
II. Complete modifications of space (RECD).												
a. Complete Phase II Design.		0										
b. Award Phase II Construction.					0							
c. Complete Phase II Construction											0	

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Office: OL/SD

Objective Statement: Design methods for improving responsiveness to furniture requirements

Responsible Officer:

Significant Funding Amount: \$ FY

Quarter Ending:

O - Scheduled
X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Establish a task force to conduct a study on current procedures for acquiring furniture.		O										
Define problem areas.					O							
Develop proposed alternatives to correct problems.							O					
Implement approved methodologies.										O		

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Office: OL/BPS
 Objective Statement: Consolidate Agency Metropolitan Washington Area Activities
 Responsible Officer: [redacted]
 Significant Funding Amount: [redacted] FY 83 [redacted] FY 84
 Quarter Ending:

0 - Scheduled
 X - Actual

25X1
 25X11

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Contract [redacted] Design Services	0											
Complete Building Program				0								
Complete Schematic Design					0							
Complete Preliminary Design										0		
Complete Schematic Cost Estimate					0							
Complete Preliminary Cost Estimate										0		

25X1

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Office: OL/P&TS
 Objective Statement: Comprehensive Review of Personnel Management
 Responsible Officer:
 Significant Funding Amount: \$ FY 83
 Quarter Ending:

0 - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p><u>Training</u></p> <p>Examine OL training effort to assess whether it meets OL needs. The method used will consist of the following steps:</p> <ol style="list-style-type: none"> 1. Study internal and external training for FY 82 and select a representative sample across-the-board from OL Staffs/Divisions covering all grades and pay schedules. 2. Devise and distribute questionnaires to employees and their supervisors asking whether the training was timely, effective, cost efficient, etc. 3. Analyze questionnaire responses. 4. Formulate recommendations for improvement of OL training and prepare report to D/L with various options. 			0			0			0			0

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Office: OL/P&TS
 Objective Statement: Comprehensive Review of Personnel Management
 Responsible Officer: _____
 Significant Funding Amount: \$ _____ FY _____
 Quarter Ending: _____

O - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p><u>Career Development</u></p> <p>Establish a Logistics Professional Development Program for all OL entrants:</p> <ol style="list-style-type: none"> 1. Canvass OL division and staff chiefs on training required in each specialty. 2. Design a training program to cover all OL components with emphasis on the specialty to which the entrant will be assigned. 3. Implement the program. 		O				O		O				

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Office: OL/PMS & SD

Objective Statement: Establish procedures to execute payments in accordance

Responsible Officer: [Redacted]

Significant Funding: [Redacted]

Quarter Ending: [Redacted]

0 - Scheduled
X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
I. Establish contractual terms and conditions and internal procedures to ensure prompt payment of Contractors' invoices (OL/PMS).												
Publish jointly with OF an Agency procedure for implementing the Prompt Pay Act (PL 97-177).	X											
Develop internal instructions to Contracting Officers regarding the implementation of the joint OF and OL Notice regarding prompt payment of invoices.	0											
Develop new contract clauses regarding invoicing, receiving, and test and inspection.	0											
Add enhancements to CONIF to ensure prompt payment of invoices and assist in monitoring the receipt of supplies and services, i.e. entering commitments in CONIF, identifying the type of payments clause in each contract, adding the COTR's Division and phone number to CONIF, interfacing with ICS, monitoring the issuance of inspection reports and withholding clauses of applicable contracts thru CONIF.	0											
Review the effectiveness of the program for prompt pay and revise as necessary.												

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Office: OL/PMS & SD
 Objective Statement: Establish procedures to execute payments in accordance
 Responsible Officer: with PL 97-177, Prompt Pay Act
 Significant Funding Allocation: _____ 85
 Quarter Ending: _____

0 - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
II. Establish procedures for the expeditious processing of receiving reports to OF (OL/SD) Brief appropriate personnel on their responsibilities regarding the Prompt Payment Act. (P.L. 97 77). Establish an interim procedure to manually track orders when payment has been made and receiving data is incomplete. Devise follow-up procedures for direct vendor contact via phone. Establish interface between ICS and CONIF data systems. Devise an automated daily report which identifies orders by exception to help ensure compliance with this MBO.	0			0								

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Office: OL/PMS
 Objective Statement: Develop policy and resolve key issues affecting acquisitions
 Responsible Officer:
 Significant Funding Amount: \$ FY
 Quarter Ending:

O - Scheduled
 X - Actual

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
I. Establish agency policy on contracting with business entities 												
a. Draft policy document	O											
b. Coordinate policy agency-wide		O										
c. Publish policy					O							
II. Develop new methods for funding agency contracts.												
a. Select and issue a security clearance to an internationally known expert on contract funding and financing.				O								
b. Review current agency policy.					O							
c. Review current law and regulation					O							
d. Draft policy document						O						
e. Coordinate policy agency-wide							O					
f. Issue policy								O				

25X1

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