## PROCUREMENT MANAGEMENT STAFF, OL WEEKLY REPORT Week Ending 14 June 1988

	1. Status of Tasks Assigned by Senior Management:
25 <b>X</b> 1	a. The Chief, Procurement Management Staff (OL/PMS), along with the Procurement Executive and contract group chiefs, met with representatives of the House Appropriations Committee. In response to their request for assistance, specific suggestions regarding liability and insurance were passed on to them.
25X1	b. C/PMS/OL made a scheduled visitation with
25X1 ·	Chief, Office of Scientific and Weapons Research, DI on 9 June. No significant problems or concerns surfaced during the discussion.
.JX 1	significant problems of concerns surfaced during the discussion.
	2. Major Events That Have Occurred During the Preceding Week:
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	b. The "Ethics in Government Contracting" workshop was
25X1	organized by There were 62 attendees representing
	OL components and contract teams. Featured was a 20-minute video tape on ethics in the Agency, followed by a presentation by
	Kali DeWeese of the Office of General Counsel on general behavior
25X1	standards for all Government employees then gave a
	talk on ethical consideration peculiar to Agency contracting, followed by a question-and-answer session. In addition to the
	video, there were vugraphs to illustrate important points and a
	10-page handout entitled "Staying Out of Trouble: Ethics in
	Government." Ot should be noted that this is the final OL/PMS-
	sponsored workshop for fiscal year 1988 and marks the very successful completion of one of this staff's MBOs for this fiscal
25X1	year.
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25 <b>X</b> 1	reported that all articles for the
	Procurement Newsletter have been written and has been forwarded to
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25 <b>X</b> 1	Printing and Photography Division for publication. The Newsletter will be passed out at the next senior contracting officers (COs) meeting scheduled for 24 June.
25 <b>X</b> 1	d. reports that work has been completed on the schema for the NOMAD database which will give a profile of all
	procurement personnel with grade, date of grade, entrance on duty (EOD) date, procurement EOD, service computation date, employee
	title, position number and grade, date of birth, current assignment and date of arrival, and last two assignments. This database will
	also have a master procurement training course list and an individual list of training for all procurement personnel. The next
	process involves inputting all procurement personnel training and updating the database with change of assignments, promotions, etc.,
25 <b>X</b> 1	as part of this tremendous project.
25X1	e. OL/PMS, and Chief, CONIF, attended a Procurement Policy Panel Meeting in the
25X1	Procurement Executive's Office on 6 June and heard a briefing by Chief, Contract Team, National Photographic
	Interpretation Center, S&TCG on NPIC's government furnished property/government furnished equipment (GFP/GFE) tracking system. It is expected that OL will benefit from their experience as we
	explore the development of similar systems for all the contract
25 <b>X</b> 1	teams.
	f. The Contract Team Automation Working Group met to review a near final draft version its final report. Copies of the draft were
	distributed to the three Contract Group chiefs and the OL front office for review and comment. We expect to finalize and issue the
25 <b>X</b> 1	final report the week of 20 June.
25X1	g. a TRW consultant under
	contract to Office of Information Resources, Directorate of Intelligence (DI/OIR). He has given a great deal assistance to the
	Contract Team, DI, on their Local Area Network (LAN) set up and
	operation. His experience and some specific software he has developed will be of great value when we automate the CORE Team,
25X1	Agency Contract Group, OL, as a prototype LAN.
25 <b>X</b> 1	h. CONIF has suffered severe downtime since the Center
	move on Memorial Day weekend. The cause of the downtime has not been totally related to the move. In some cases, the system failed
	due to GIMS instability. There were also problems with Office of
•	Finance nightly processing which directly affected CONIF data and
	resulted in CONIF being down for at least an entire day. Another problem resulted when a modification to a procedure failed to work,
	as tested. The result of this problem was not only several hours of

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25 <b>X</b> 1	downtime, but the loss of that day's data, as well. Several CONIF employees worked overtime to regain the lost data and control of the workload. GIMS continues to be sensitive and slow.
25X1	i. CONIF input 320 contracts and 109 amendments into its system during this reporting period.
25X1	j. represented OL at the Industrial Review Panel meeting on 9 June. He reported that seven cases were reviewed and
25 <b>X</b> 1	adjudicated.
	3. <u>Upcoming Events</u> :
25 <b>X</b> 1	a. There will be a meeting of all senior COs on 24 June, to be followed by a social get-together in OL/PMS.
25 <b>X</b> 1	b. CONIF, will be leaving for maternity leave
25X1	on 20 June. will be filling in for her until her
25X1	return in late August.
	4. Management Activities and Concerns:

OL/PMS will continue to keep management apprised of any significant activities or concerns as they arise.  $\hfill \square$ 

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