

### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

First Quarter Updates for MBO's

**FROM:**

Procurement Division, OL

**EXTENSION**

**NO.**

OL 12100-87

**DATE**

2 January 1987

**TO:** (Officer designation, room number, and building)

**DATE**

RECEIVED

FORWARDED

**OFFICER'S INITIALS**

**COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

[Redacted]

C/IMSS/OL

2.

3.

4.

5.

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10.

11.

12.

13.

14.

15.

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

2 January 1987

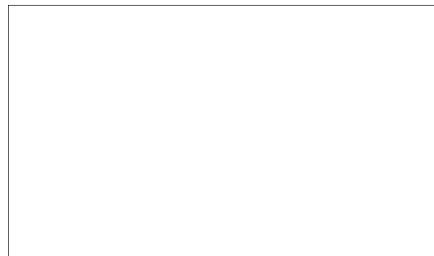
NOTE FOR: Chief, Information & Management Support Staff

FROM:   
Administrative Assistant, PD/OL

SUBJECT: First Quarter MBO updates from PD/OL

Attached are the first quarter MBO updates from Procurement Division, OL. Attached to the "Visitation Schedule" MBO are the individual branch schedules for visitations.

Attachments



OL 12100-87

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Level of Objective: \_\_\_ Directorate, \_\_\_ Office, \_\_\_ Division/Staff

Office: GPB/PD/OL  
 Title of Objective: Contracting-Out for Training  
 Responsible Officer: [ ] DC/APSS/GPB/PD/OL  
 Significant Funding Amount: \$ \_\_\_\_\_ FY 87  
 FY beginning \_\_\_ 1 Oct or Quarter Ending X 31 Dec, \_\_\_ 31 Mar, \_\_\_ 30 Jun, \_\_\_ 30 Sep  
 0 - Scheduled  
 X - Actual

ACTIVITIES PLANNED	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
		X										
		X										
		X										
			X									
			X									
			O									
Assessment of Existing Regs/Procedures ***			X									
Discussions with DS&T & OTE COTRs				O								
Preliminary Briefing - PD/OL Results of Survey/Discussion of Agency Policy				O								
Prepare Draft - Methodology & Procedures New or revised LIs/HNs/Contract Procedures					O							
Approval/Action from PD/OL						O						
* - Present system discussed ** - Reviewed their systems/procedures *** - Non exist												

Level of Objective: \_\_\_ Directorate, \_\_\_ Office, \_\_\_ Division/Staff

Office: Procurement Division, OL

Title of Objective: Reduce Contract Settlement Backlog of 1981 and Prior Contracts

Responsible Officer: [ ]/Contract Admin. & Settlement Branch/PD

Significant Funding Amount: \$ \_\_\_\_\_ FY 87

0 - Scheduled

FY beginning \_\_\_ 1 Oct or Quarter Ending X 31 Dec, \_\_\_ 31 Mar, \_\_\_ 30 Jun, \_\_\_ 30 Sep

X - Actual

STAT

ACTIVITIES PLANNED	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Determine magnitude of backlog				0								
Define goal to be completed by 30 Sept. 1987				0								
Coordinate goals with OF/A&CD and OF/CSAD					0							
Size task to resources					0							
Acquire approval					0							
Define means to measure progress					0							
Report progress						0	0	0	0	0	0	0
1. On Schedule - Replanned												
2. Figures for Quarter Ending 31 Dec will be available for review the 1st week in Jan.												
3. It was decided to update all data since the original backlog information was three months old.												