B.F.

12 FEB 1979

MEMORANDUM FOR: Deputy Director for Applications

FROM   :   _____
                  Deputy Director for Processing

SUBJECT   :   Terminal Requests

REFERENCE   :   Memorandum for Directorate and Office
                  ADP Control Officers, Subject: "Computer
                  Terminal Requirements," dtd 30 November
                  1978 (ODP-8-2162)

1.   As you know, a limitation on the number of
terminals to be procured by ODP has been established
by the Office of Management and Budget (OMB).   I have
chosen to manage the distribution of these terminals
by establishing an allocation for Directorate ADP
Control Officers, who in turn will prioritize and
further allocate terminals for components.

2.   In order to make this allocation work for all
of us, it is important that Applications personnel do
two things:

          a.   Understand which terminals are included
          in allocations.

          b.   Inform customer ADP Control Officers
          of new requirements for allocated terminals.

3.   Allocated terminals are standard CRT (current
Delta Data or replacement), standard CRT with printer,
APL CRT, APL CRT with printer, and the new Advanced
Terminal (any version above standard).   Feasibility
studies or project proposals which require allocated
terminals for customer utilization should be immediately
brought to the attention of the appropriate Office ADP
Control Officer.

4. Requirements for terminals of any type, allocated or not, which are solely for ODP's purposes, such as system development, training, or as consoles, will be sent through ODP channels to me. These terminals will be controlled by ODP only.

5. Requirements for allocated terminals will have a much better chance of being satisfied if they are identified and justified as far in advance as possible of the installation date. Therefore, the early action of Applications personnel in identifying hardware requirements is absolutely essential.

STAT

cc: C/MS
     D/ODP
     C/SPS