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SURVEY ON FIELD COMMUNICATIONS PROCEDURES

1. What is the normal volume of your communications with the field, i.e. items properly initiated by you or intended ^{received by you} for your action.

	Cables	Dispatches
To Field		
From Field		

2. List the major types or subject matter normally contained in such communications.

3. What appears to be the average time between the completion of a communication to the Field by your office and its transmission from the Agency?

Cables
Dispatches

4. Are there frequent and apparently unnecessary instances of lengthier periods or delays? Cite specific examples--if possible with dates.

5. What appears to be the average time between the arrival of dispatches or cables at Headquarters and delivery to your office for action or reply?

Cables
Dispatches

6. Have communications intended for your action or reply been delayed or withheld from you for the prior convenience, knowledge or action by others? Cite specific instances and period of delay encountered before your final receipt of the communication. Estimate percentage of communications properly for your action for which action was taken by other components.

7. What specific recurring types of communications do you engage in with the Field which are sufficiently free from operational or security policy matters as to make their individual review by an Area Division Releasing Official unreasonable and unnecessary? Define by types and illustrate.

8. Do you find that incoming cables or dispatches addressed to you are delivered to you more rapidly and more consistently than communications not so addressed? If so, estimate or illustrate approximate number of days saved.

9. Cite and illustrate any other specific problems you have encountered in communicating with the Field which appear to be caused or aggravated by the existent communications procedures.

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