

ROUTING AND TRANSMITTAL SLIP

Date 1 FEB 1983

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <u>D/O/L</u>		
2.		
3.		
4.		
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Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Im: Action pls; my suggestion would be a memo to OMB for DDA's signature stating that we regret that we can't reveal data because of classified work, but that we are conducting our own in-house education program.

DO NOT use this form as a RECC clearances, [redacted] posals,

FROM: (Name, org. symbol, Agency/Post) E0/DDA Room No.—Bldg. _____
 Phone No. _____

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
 Prescribed by GSA
 FPMR (41 CFR) 101-11.205

**EXECUTIVE SECRETARIAT
 Routing Slip**

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	✓			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/EEO				
14	D/Pers				
15	D/OEA				
16	C/PAD/OEA				
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
20					
21					
22					
SUSPENSE		Date _____			

45-12

Remarks: [redacted]

Date 1/31/83



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

Executive Registry
83-0615

OMB Registry
83-0319

JAN 26 1983

MEMORANDUM FOR THE HEADS OF SELECTED DEPARTMENTS AND AGENCIES

FROM: JOSEPH R. WRIGHT, JR.
DEPUTY DIRECTOR

SUBJECT: Review of Executive Branch Printing Requirements

On April 20, 1981, the President issued a directive to eliminate wasteful spending on government periodicals and pamphlets. Pursuant to that directive, the Executive branch agencies have identified 2,000 publications, which will be discontinued, and 2,300 publications, for which the frequency of publication, the exact number of issues, the size of the publication, etc., will be reduced.

It is evident that the above actions have reduced the need for printing capacity within the Federal Government. We would prefer to avoid mandating an across the board reduction in printing operations. Accordingly, we have prepared the attached questionnaire to obtain a better understanding of printing, binding, and duplicating operations in the government. The questionnaire has been designed with the assistance of technical personnel provided to OMB by Public Printer Danford L. Sawyer, Jr., and GPO will be helping us analyze the responses.

Would you please have the management of each printing or duplicating facility under your jurisdiction complete the attached survey forms for the time periods specified, providing all supplemental documents as required? In completing the questionnaire, the requirement for printing capacity should be tightly estimated based on program levels identified in the 1984 budget. Also, the projection of printing needs should emphasize the use of procurement of commercial printing wherever possible.

The completed form should be summarized into an agency report and submitted through your agency budget office to the Office of Management and Budget, attention: Management Improvement and Evaluation Division, 10208 New Executive Office Building, Washington, D.C. 20503, by March 31, 1983.

Questions concerning completion of the questionnaire may be directed to Bill McQuaid, OMB, (202) 395-5653, or to Walter Feierstein, Superintendent, Regional Printing Procurement Division, Government Printing Office, Washington, D.C. 20401, (202) 275-2920.

Thank you for your continuing cooperation with the publications review project, and this follow-up review of printing and duplicating capacity.

Attachment

cc: Honorable Danford L. Sawyer, Jr.
Public Printer

DCI
EXEC
REG

83-0319