

~~Administrative - Internal Use Only~~

A/D/ODP SJ
C/TMS
C/P/BGWR
C/P/PGM
S.S. X
P/O/M/S
D/ODP J
AW

9 September 1981

MEMORANDUM FOR: Acting Director of Data Processing
THROUGH : Executive Officer
FROM : Chief, Management Staff
SUBJECT : Management Staff Weekly Report
for Week Ending 8 September 1981

Excess Equipment

During the past week, Management Staff declared equipment valued at \$2,300 as excess to Agency needs. Included was a REPRO printer, and two DEC terminals from NPIC. (U/AIUO)

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New 1981 Unfunded Requirement

Processing is trying to determine the additional costs for terminals that will be necessary to support NFAC in the Building. If the costs are known by COB 10 Sept, the DDA can include this as an 1981 unfunded requirement for possible funding at the September Comptroller's meeting. (U/AIUO)
(ODP Only)

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Outstanding Advances

As of 8 September 1981, there are 39 outstanding advances, none of which are delinquent. The individual who was reported delinquent last week has made a refund to clear his account. (U/AIUO)

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