

FY 2002 Amended Budget Submission

Washington Headquarters Services (WHS)



June 2001

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed:

a. The Washington Headquarters Services (WHS) was established under Title 10, United States Code, on October 1, 1977 as a Department of Defense (DoD) Field Activity to provide operational support to specified DoD activities in the National Capital Region. In general, the Core Operational Support Activities of the organization represents a consolidation of functions which provides a variety of administrative and operational support and services to designated DoD activities which are not authorized their own support capability. WHS enables support functions to be centralized for maximum efficiency and control, by assuming the responsibility of planning, managing and administering the following functions:

(1) Administrative support of the Office of the Secretary of Defense (OSD), DoD Field Activities, and other specified Defense activities, including budgeting and accounting, civilian and military personnel management, office services, personnel and information security, correspondence and cables management, directives and records management, travel, and other such administrative services.

(2) Information management and technology support for the OSD and other assigned DoD activities, including developing information management strategies and programs; assisting organizational components in developing program proposals, plans, and budgets for automated information systems. This includes information and data systems in support of the OSD decision and policy-making process, including management goals in support of information collection and reports preparation.

(3) DoD-occupied, General Services Administration (GSA)-controlled administrative space in the NCR and DoD common support facilities, including office space, law enforcement, maintenance, repair and alteration of assigned buildings, custodial services, physical security, building administration, graphics, contracting, property management, concessions, and other support services.

(4) Staff activities in support of the responsibilities of the OSD for the Federal Voting Assistance Program.

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed (Con't):

(5) Administration of the Freedom of Information Act Program through timely compliance with its policies, consistent with the Department's responsibility to ensure national security.

(6) Administration of the Defense Privacy Program, including management and guidance to avoid conflicts of policy or procedures.

b. WHS also programs and funds Defense Programs, including:

(1) The Project Management Office (PMO), for the Defense Travel System (DTS), which provides procurement management and system fielding support of the DTS worldwide. The DTS is the standard DoD business travel services system that combines reengineered travel policies and procedures with the best industry practices and technology. It provides full travel management support from arranging for travel and approving travel authorizations, to processing reimbursement vouchers following travel and maintaining appropriate government records. The DTS is a fully electronic process that leverages technology to speed the coordination of travel, incorporates a digital signature capability, and embraces standard industry Electronic Commerce procedures.

(2) The DoD Public Key Infrastructure (PKI) effort, which is a critical element in achieving a security Information Assurance (IA) posture for the Defense Information Infrastructure (DII).

(3) Other Defense support includes the DoD Commissions, Panels, Boards and Task Forces Program, and the Federal Executive Boards Program.

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed (Con't):

c. The Washington Headquarters Services (WHS) Core Operational Support Activities finances the following functions/missions:

(1) Budget and Finance: Formulates, presents, and executes the Program Objective Memoranda, President's Budgets, and Future Years Defense Programs for the OSD, WHS, and certain DoD Field Activities. It also administers the Official Representation Program for the OSD, including the development of policies for use of these funds; for DoD officials, military and civilian employees, consultants and experts, and others authorized to travel on official business at Government expense under the auspices of OSD. Provides information system technology and management; installation level accounting support for appropriations allocated or allotted to OSD and WHS; and develops, establishes and administers control procedures for apportionment and allocations at the intermediate level for OSD. WHS also develops, implements and assists the accounting and reporting systems for the DoD Trust Funds and appropriation level reporting for OSD; manages the Treasury Index 97 (Defense-Wide) debt collection and cash management programs, and the OSD Government Travel Card Program.

(2) Correspondence and directives: Provides administrative support to the immediate offices of the Secretary and Deputy Secretary of Defense and their principal assistants. Ensures an orderly flow of correspondence, cable traffic, and intelligence items for consideration; manage the DoD Directives System; implement records management for all OSD functional elements, systematic declassification, and historical research programs.

(3) Personnel and security: Provides personnel, security, training and equal employment opportunity (EEO) services for military and civilian personnel assigned to the Office of the Secretary of Defense and a variety of DoD Field Activities, Defense Agencies, Military Departments, the White House, the National Security Council and the Congress. This includes a National Capital Region Human Resource Service Center which provides consolidated personnel services for participating DoD agencies, to include administration for various automation initiatives, and numerous services to on-site personnel offices.

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed (Con't):

(4) Real Estate and facilities: Provides administrative and operational support to specified DoD activities in the National Capital Region (NCR), including space management, law enforcement, maintenance, repair and alteration of assigned buildings, custodial, physical security, building administration, graphics services, acquisition, property management, safety, environmental management, and other support services. Also directs, coordinates and administers the Pentagon Renovation Program for the development of strategic and facility plans to meet the long-range administrative space needs for the DoD in the NCR and a capital improvement program for the Pentagon Reservation. WHS also provides for the Management of DoD-occupied, General Services Administration-controlled administrative space in the NCR and DoD common support facilities includes office space, concessions, layout design and other related building administrative functions.

(5) Information operations and reports: Applies information management and information technology strategies to meet selected reporting and management goals in support of the decision and policy making processes. This includes management information collection and reports preparation in areas including procurement, logistics, manpower and economics, as requirements of the Office of the Secretary of Defense, Military Departments, Defense Agencies, DoD Field Activities, DoD Inspector General, other Executive Branch organizations, and the Legislative Branch.

(6) Federal voting assistance program: Administers the Uniformed and Overseas Citizen Absentee Voting Act, 42 USC 1973. The Act covers the voting rights of all members of the Uniformed Services, merchant marine, their family members, and all other U.S. citizens outside the United States. Management of the program requires coordination with executive branch departments and agencies, the Congress, state and local governments, political parties, U.S. corporations, and both national and international organizations. Conducts national and international Get Out the Vote campaigns and manages the voting assistance program of the Department of Defense, including Guard and Reserve Components. Administers those provisions of the National Voter Registration Act designating armed forces recruiting offices to be state registration agencies for all purposes of the Act.

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed (Con't):

(7) Freedom of information and security review: Directs and administers the Freedom of Information Act (FOIA) Program to ensure compliance with policies and procedures that govern the administration of the program. Also serves as the proponent for the Department's regulation and other discretionary instructions and guidance to ensure timely and reasonable uniform implementation of the FOIA. Internally administers the FOIA Program for the Office of the Secretary of Defense, the Chairman of the Joint Chiefs of Staff and the Combatant Commands. In so doing, promotes public trust by making the maximum amount of information available to the public, consistent with the Department's responsibility to ensure national security.

(8) Defense privacy: Serves as the focal point for the coordination of Privacy Act matters with the Defense Privacy Board; the Defense Privacy Board Legal Committee; the Office of Management and Budget; the General Accounting Office; the Office of the Federal Register, in conjunction with the OSD Federal Register Liaison Officer; and other federal agencies as required. Supervises the implementation of the Right to Financial Privacy Act and any other legislation that impacts directly on individual privacy. Coordinates on all personnel policies that may affect the Department's Privacy Program, and ensures that training programs are established for those whose duties involve design, development, operation, and maintenance of any system of records.

(9) Miscellaneous activities: Providing such services as mess stewards and receptionists in support of the Secretary and Deputy Secretary of Defense and their senior staff.

d. The Defense Programs included in the WHS account consist of the resources assigned to the following recurring and non-recurring functions:

(1) This appropriation provides funding for the Defense Travel System and Project Management Office (PMO) operations. This appropriation also provides contractor investment costs for deployment, system operation and pre-planned product improvements (P3I). The P3I items include future DTS requirements such as Charge Card Vendor Interface, Global Transportation Network Interface, and the Defense Information Infrastructure Compliance.

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

I. Description of Operations Financed (Con't):

(2) The Pentagon Renovation Project provides a proportional payment to the Pentagon Reservation Maintenance Revolving Fund (PRMRF) to fund the multi-year project, based on the combined Office of the Secretary of Defense/Washington Headquarters Services total occupancy percentage of the facility. The FY 1999 costs were transferred by the Congress to the Pentagon Renovation Transfer Fund (PRTF) on a non-recurring basis. WHS funding was restored in FY 2000 as a recurring cost through the end of the project.

(3) The DoD Public Key Infrastructure (PKI) initiative provides funding for the implementation of DoD PKI policy.

(4) Other Defense programs provide non-recurring funding to various activities assigned by the OSD as Executive Agents for the management of key Defense, Government-wide and international programs. Recurring resources are also provided to support the short-term DoD Commissions and Panels, and the Department's reimbursement for the administrative and personnel costs of the regional Federal Executive Boards.

II. Financial Summary (O&M: \$ in Thousands):

A. Activity Groups:

	<u>FY 2001</u>				
	<u>FY 2000</u>	<u>Budget</u>	<u>Current</u>	<u>FY 2001</u>	<u>FY 2002</u>
	<u>Actuals</u>	<u>Request</u>	<u>Appropriation</u>	<u>Estimate</u>	<u>Estimate</u>
1. <u>Core Operational Support Actv</u>					
a. Compensation and Benefits	46,500	51,436	51,032	50,048	51,334
b. Support Services, Materials & Equipment	44,426	46,883	43,537	42,404	47,495
c. Information Technology	64,536	60,764	56,428	61,678	69,967
d. Contracts/Support Services	18,859	13,010	12,081	12,653	14,022
e. Pentagon Rent	14,440	6,543	6,543	9,343	10,134
f. Pentagon Renovation Project	0	42,524	42,524	42,524	29,471
g. Pentagon Renovation Furniture	2,049	1,680	1,680	1,680	840
h. Building Management Fund	5,305	1,851	1,851	1,851	2,698
i. GSA Rent	18,859	14,976	14,976	19,080	19,354
j. US Mission to NATO	2,820	2,944	2,734	2,671	2,966
k. OSD/WHS Training Program	3,428	3,135	2,912	2,845	3,154
l. Travel	1,031	1,597	1,483	1,435	1,599
Sub-Totals	222,253	247,343	237,781	248,212	253,034

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

2. <u>Defense Programs</u>					
a. Defense Travel System	14,652	37,179	34,526	33,731	56,874
b. Commissions and Panels	11,550	9,799	9,101	8,892	9,235
c. Federal Executive Boards	933	1,013	1,013	1,013	1,029
d. Public Key Infrastructure	729	4,000	3,714	3,629	4,030
e. Emergency Notification Program	147	0	0	0	0
f. Drug Interdiction Program	145	0	0	0	0
Sub-Totals	<u>28,156</u>	<u>51,991</u>	<u>48,354</u>	<u>47,265</u>	<u>71,168</u>
TOTALS	250,409	299,334	286,135	295,477	324,202

B. Reconciliation Summary:

	<u>Change</u> <u>FY 2001/FY 2001</u>	<u>Change</u> <u>FY 2001/FY 2002</u>
Baseline Funding	299,334	295,477
Congressional Adjustments (Distributed)	-10,000	n/a
Congressional Adjustments (Undistributed)	-2,718	n/a
Congressional Adjustments (Earmarks)	-481	n/a
Subtotal Appropriated Amount	286,135	n/a
FY 2001 Government-wide Rescission	-629	n/a
Price Change	0	10,600
Functional Transfer	n/a	0
Program Changes	9,971	18,125
Current Estimate	295,477	324.202

C. Reconciliation of Increases and Decreases:

FY 2001 President's Budget	299,334
1. Congressional Adjustments	
a) Distributed Adjustments	
(1) Low Priority Programs	-10,000

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

b) Undistributed Adjustments		
(1) DJAS	-500	
(2) Pentagon Renovation Unobligated Balance	-971	
(3) Headquarters Personnel Reduction	-1,247	
c) Congressional Earmarks		
(1) Congressional Earmarks Billpayer	-481	
 Total Congressional Adjustments		 -13,199
2. FY 2001 Appropriated Amount		286,135
3. FY 2001 Rescission		-629
4. Functional Transfers-Out		
a. Intra-Agency Transfers-Out		
(1) To the Defense Information Systems Agency Resources to support Enhanced Defense Financial Management Training	-13	
(2) To the Office of the Secretary of Defense Support costs for the Organization for Security Cooperation in Europe	-130	
5. Total Functional Transfers-Out		-143
6. Program Increase		
a. Department resources to support the FIRSTGov.gov. initiative and the Federal Chief Information Officer Council	4,750	
b. Increased network security required to enhance and maintain an appropriate security posture across the OSD and WHS Information Technology Infrastructure	1,065	

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

c. White House Military Office Information Technology support and related minor construction of their new office space	938	
d. Contracting support for the expanded Records Declassification Project directed by Executive Order	1,275	
e. Start-up costs for Correspondence Control Business Process Reengineering and Scanning/Conversion of Historical Files to The PDF Format. This is a contracting effort to better Support the coordination, transmission, publication, and Storage of OSD Executive correspondence in a digitized, Paperless environment	382	
f. GSA Rent fact-of-life increase	4,104	
g. Contracting support increased due to 23 privatized Civilian Personnel Management and Information Technology positions	1,388	
7. Total Program Increase		13,902
8. Program Decrease		
a. Fact-of-Life adjustment based on programmed requirements completed in the prior fiscal year	-2,400	
b. Compensation and Benefits reduced due to privatized Civilian Personnel Management and Information Technology Positions (-23 FTE)	-1,388	
9. Total Program Decrease		-3,788
10. Revised FY 2001 Estimate		295,477
11. Price Growth		10,600

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

12. Program Increases

a. Program Growth in FY 2002

- | | |
|---|-------|
| (1) Information Technology support services increased for OSD and WHS information systems, as required for the DoD Defense-in-Depth approach to defend the computing Environment. | 996 |
| (2) Information Technology increased for outsourcing support services, including facilities maintenance, cabling and essential help desk positions. | 1,905 |
| (3) Information Technology increased for maintenance of the new U.S. Exports System (USEXPORTS) | 1,100 |
| (4) Information Technology increased for Department's additional support requirement for the FIRSTGov.gov. initiative, and the Federal Chief Information Officer Council | 2,174 |
| (5) Information Technology increased for the support and maintenance of the newly implemented Defense Civilian Personnel Data System (DCPDS) | 361 |
| (6) Information Technology Program increases for contracting support for the White House Military Office, and the unique requirements of the Defense Commissions, Boards, Task Forces and Panels. | 704 |
| (7) Replacement of obsolete White House Communications Equipment | 2,000 |
| (8) Contracting support last financed in FY 2000 is resumed for the Records Declassification Project directed by Executive Order | 1,975 |
| (9) Contracting support for standard Personnel Security Investigations performed by the Defense Security Service is increased to meet their assigned reimbursement rates | 169 |

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

- | | |
|---|--------|
| (10) Contracting Support last financed in FY 2000 is resumed for the Communications and Directives Programs, including SGML Production Support, Plain Language in Government Writing, and the CD-ROM Production Project. | 1,040 |
| (11) The payments to the Buildings Management Fund (BMF) are increased to support additional facility maintenance and construction projects for the OSD. This will finance above standard requirements for the space reopened within the Pentagon upon completion of Wedge II of the Pentagon Renovation Project. | 815 |
| (12) The Defense Travel System (DTS) increases to reflect the revised Common User Interface (CUI) worldwide implementation schedule, including equipment purchases and increased testing requirements necessary to ensure a successful program. | 22,570 |
| (13) The Public Key Infrastructure initiative is increased to fully support the implementation plan. | 339 |
| (14) Support for the DoD Commissions, Boards, Panels and Task Forces is increased to reflect to the level of the projected requirements. | 192 |
| (15) US Mission to NATO operations is increased to support expanded international meeting requirements, and additional Department of State ICAAS reimbursements. | 250 |

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

(16) Training is increased to meet the growing needs of the Office of the Secretary of Defense staff based on the modernization and realignment changes employed by the Defense Reform Initiative.	261	
(17) Travel is increased to support expanding local travel requirements due to the numerous OSD moves scheduled with the completion of Wedge II of the Pentagon Renovation Project.	140	
(18) Contracting support increased to support privatized Civilian Personnel Management functions	698	
(19) The Support Services, Material and Equipment Program is increased to support Natural Gas/Utility costs.	259	
(20) The Support Services, Material and Equipment Program is increased to support the one-time and additional costs associated with the completion of Wedge II of the Pentagon Renovation Project, including:		
Supplies & Inventory Shortfall	747	
Equipment Purchases	979	
Contracted Building Services	4,960	
13. Total Program Increase		44,634
14. Program Decreases		
a. Program Decreases in FY 2002		
(1) The Pentagon Reservation Maintenance Revolving Fund (PRMRF) Rent Rates are reduced to reflect efficiencies	-63	

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

II. Financial Summary (O&M: \$ in Thousands) (Con't):

(2) The annual cost of the Pentagon Renovation Project is reduced consistent with the annual plans changing construction requirements which vary significantly from year to year, and are shared on a pro-rata basis with all the tenants of the Pentagon.	-16,943
(3) The Pentagon Renovation Furniture Program is reduced to support the annual plan, which varies significantly from year-to-year, on a pro-rata basis with all the tenants of the Pentagon.	-993
(4) PRMRF above standard purchases are reduced to reflect a reduction in common-area security requirements	-7,089
(5) Compensation and Benefits reduced due to privatized Civilian Personnel Management Positions (-7 FTE)	-482
(6) Disability Compensation payments reduced based on costs assigned by the Department of Labor	-52
(7) GSA Rent reduced to reflect Office of the Secretary of Defense space realignments.	-117
(8) Contracts are reduced to reflect the completion of the DSS Backlogged Personnel Background Investigations Project, and a reduced rate for payments to DFAS for their reimbursable financial services.	-747
(9) The Support Services, Materials and Equipment Program is reduced to reflect savings in Utilities, Communications and facilities maintenance	-23
15. Total Decreases	-26,509
16. FY 2002 Budget Request	324,202

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

III. Performance Criteria and Evaluation Summary:

Washington Headquarters Services (WHS) is charged with providing administrative and operational support services to the Office of the Secretary of Defense (OSD) and certain Defense Agencies and joint activities which do not have their own administrative support capability. WHS objectives are to provide accurate and responsive support in correspondence control, mail services, records management, directives management, office services support, civilian and military personnel services, security, financial management, and other miscellaneous activities.

In addition to these traditional services, WHS administers data systems in support of the OSD decision and policy making processes, and provides automated data processing services. It also manages Department of Defense occupied General Services Administration controlled space in common support facilities throughout the National Capital Region, and manages the Federal Voting Assistance Program.

The following identifies some of the more significant indicators of WHS workload:

a. Core Operational Support Activities:

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>
(1) <u>Budget and Finance</u>				
Program/Budget Coverage:				
Appropriation/Funds	15	15	15	15
Installation Accounting:				
Allotments	17	17	17	17
Transactions	320,000	325,000	330,000	335,000
Direct Program (\$000)	1,100,000	1,121,000	1,120,000	1,120,000
Reimbursable Program (\$000)	521,000	529,000	537,000	545,000
Agency Accounting Reports:	1,730	1,730	1,730	1,730

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

III. Performance Criteria and Evaluation Summary (Con't):

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>
(2) <u>Correspondence and Directives</u>				
Classified correspondence processed	78,000	80,000	81,000	82,000
Unclassified correspondence processed	113,000	120,000	122,000	124,000
Mail/Distribution for 43 activities	1,518,000	1,550,000	1,447,000	1,440,000
Cable/Message processing	360,000	360,000	360,000	360,000
(3) <u>Personnel and Security</u>				
NCR Civilian Personnel receiving				
Security services	56,601	55,469	54,193	54,193
Personnel serviced by Regional Center	8,838	8,809	8,748	8,748
Personnel receiving Education/Training	1,352	1,321	1,321	1,321
(4) <u>Real Estate and Facilities</u>				
Space Managed (000 square feet)				
Pentagon Reservation	4,864	4,864	4,864	4,864
Other	12,136	12,136	12,136	12,136
Purchase Card				
Number of Transactions	8,503	8,656	8,812	9,120
Value (\$000)	6,720	7,187	7,555	8,225
Number of Card holders	172	175	179	190
Local travel				
Vouchers processed	1,445	1,474	1,768	1645
Number of personnel serviced	3,659	3,696	3,733	3,733

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

III. Performance Criteria and Evaluation Summary (Con't):

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>
Communications				
Number of lines	10,977	11,087	11,198	11,240
Number of Instruments	7,318	7,391	7,465	7,520
 (5) <u>Information Technology</u>				
Organizational components supported	17	17	17	17
Number of personnel supported	7,420	7,420	7,420	7,420
 (6) <u>Federal Voting Assistance Program</u>				
Military Recruiters supported	14,000	14,000	14,000	14,000
State Dept. overseas sites supported	264	264	264	264
 (7) <u>Department of Defense Privacy Program</u>				
Components supported	19	19	19	19
Privacy Act System of Records supported	1,186	1,191	1,194	1,194
 (8) <u>Freedom of Information Program</u>				
Number of cases reviewed	10,216	10,728	11,258	11,400

b. Defense Programs:

The Defense Travel System (DTS) is currently in Phase 111(a)1 testing. This is the end to end test of the system, to include the Common User Interface (CUI), Air Force Disbursing and Accounting System (DADS) IPC/GAFS, Archiving, CTO Services, in controlled environment.

WASHINGTON HEADQUARTERS SERVICES
 Operation and Maintenance, Defense-Wide
 FY 2002 Amended Budget Submission
 Budget Activity 4, Administration and Service-Wide Activities

III. Performance Criteria and Evaluation Summary (Con't):

Testing is being performed at the Joint Interoperability Test Command (JITC), Ft. Huachuca, AZ. Operational test is scheduled to commence in October 2000 at Whiteman Air Force Base, MO. Completion of testing and initial IOC for the Air Force is scheduled for December 2000.

<u>Event</u>	<u>Date</u>
Phase IIIa(1) End to End Lab Test	September 2000
Phase IIIa(2) Operational Test at WAFB	October 2000
Air Force IOC	December 2000
Air Force Initial Implementation Sites	2 nd Quarter FY 2001
Begin full Implementation of AF sites using IPC/GAFS DADS	3 rd Quarter FY 2001
Scheduled DTS CUI worldwide implementation	FY 2002 - FY 2003

IV. Personnel Summary:

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>Change</u> <u>FY2001/FY2002</u>
<u>Military End Strength (E/S) (Total)</u>				
Officer	59	58	62	4
Enlisted	<u>105</u>	<u>104</u>	<u>106</u>	<u>2</u>
Total	164	162	168	6
 <u>Civilian End Strength (Total)</u>				
U.S. Direct Hire	649	658	658	0
 <u>Active Military Average Strength (A/S) (Total)</u>				
Officer	59	58	62	4
Enlisted	<u>105</u>	<u>104</u>	<u>106</u>	<u>2</u>
Total	164	162	168	66
 <u>Civilian FTEs (Total)</u>				
U.S. Direct Hire	626	625	618	-7

WASHINGTON HEADQUARTERS SERVICES
Operation and Maintenance, Defense-Wide
FY 2002 Amended Budget Submission
Budget Activity 4, Administration and Service-Wide Activities

V. OP 32 Line Items as Applicable (Dollars in Thousands):

	FY 2000 <u>Actuals</u>	Change from FY2000 to FY2001		FY 2001 <u>Estimate</u>	Change from FY2001 to FY2002		FY 2002 <u>Estimate</u>
		Price <u>Growth</u>	Program <u>Growth</u>		Price <u>Growth</u>	Program <u>Growth</u>	
Exec., Gen. & Spec. Schedules	49,137	1,884	-931	50,190	1,820	-482	51,428
Wage Board	13	1	-14	0	0	0	0
Disability Compensation	252	9	17	278	10	-52	236
Travel of Persons	2,220	35	385	2,640	44	140	2,824
Pentagon Reservation Maint. Revolving Fund	25,329	391	37,072	62,792	5,742	-25,088	43,446
Cost of Reimbursable Purchases	6,187	191	-629	5,749	-102	-747	4,900
Purchases from Bldg Mgmt. Fund	5,305	0	-3,454	1,851	32	815	2,698
Commercial Transportation	64	1	93	158	3	0	161
Rental Payments to GSA (SLUC)	19,356	396	-36	19,716	404	-117	20,003
Purchased Utilities (Non-Fund)	607	10	-2	615	10	-1	624
Pur. Communications (Non-Fund)	8,507	140	-28	8,619	150	-14	8,755
Postal Services (U.S.P.S.)	600	0	8	608	0	9	617
Supplies/Materials (Non-Fund)	11,325	186	146	11,657	203	744	12,604
Printing & Reproduction	3,506	57	-23	3,540	61	14	3,615
Equipment Maint. by Contract	3,602	59	-7	3,654	63	-8	3,709
Facility Maint. by Contract	1,095	18	-52	1,061	18	53	1,132
Equipment Purchases(Non-Fund)	15,799	260	18,456	34,515	604	14,571	49,690
Mgmt/Professional Support Svcs.	501	8	-104	405	7	5	417
Other Intra-Govt. Purchases	24,854	410	-2,093	23,171	405	7,495	31,071
Other Contracts	66,843	1,102	-8,226	59,719	1,045	20,437	81,201
Other Costs	5,307	87	-755	4,639	81	351	5,071
Total	250,409	5,245	39,823	295,477	10,600	18,125	324,202