

R. Ballard

Attachment 3

March 31, 1989

Note to: R. Browning

From: R. Ballard

Subject: Schedule Adjustment to MOU

Current workload assignments within the Systems Performance Section indicate the need to revise production schedules for Tasks 2 and 3 of the MOU and work related to Performance Assessment Review Strategy. An estimated two-month milestone delay for these tasks is indicated because of overcommitments of Section resources (5.5 FTE available) as indicated below:

- 1.65 FTE - Review SCP
- 0.80 FTE - DBA Dose Limit Rulemaking
- 0.25 FTE - Input to License Application Format & Content Guide
- 0.50 FTE - Manage SNL Contract
- 2.00 FTE - Work on MOU
- 0.30 FTE - EPA Conforming Amendment Rulemaking
- 0.50 FTE - Implement EPA Standard Rulemaking
- 1.90 FTE - Performance Assessment Review Strategy
- 0.20 FTE - Coordinate International Activities
- 0.50 FTE - Section Management
- 0.10 FTE - Unbudgeted Part 61 Rulemaking (so far)
- 0.60 FTE - Unbudgeted Series of Briefings (so far)

As has occurred in the past, unscheduled and "reactive" requests have placed demands on specific staff so as to interfere with scheduled and important long-term assignments. This unfortunate situation contributes in a major way to our difficulty in meeting production schedules. The MOU work, in particular, requires substantial blocks of time if a useful product is to be obtained.

With the SCP review behind us (and no new surprises or follow-up work), we intend to focus once again on the MOU and strategy assignments. In view of the fact that the staff must be prepared to integrate their efforts with that of the SNL contractor before that contract expires, management attention is needed to assure that staff resources are committed to the revised milestones.

R. Ballard
R. Ballard

cc: B.J. Youngblood
J.J. Linehan

8905110086 890504
NMSS SUBJ
406.1.2 CDC