



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

Bulletin No. 80-9

April 14, 1980

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: Reduction in the Use of Consulting Services

1. Purpose. This Bulletin provides instructions for the submission of plans for reducing consulting services by 15% in 1981.

2. Background. The planned reduction in consulting services is part of the President's program of budget restraint and reflects his concern that the use of these services may be excessive. The elimination of unnecessary expenses, while always important, is especially critical now.

3. Coverage. These instructions apply to the agencies listed in the attachment.

4. Definitions. Consulting services are defined in OMB Circular No. A-120. For the purpose of this Bulletin, however, reduction plans will apply only to contractual services and personnel appointments of consultants. Advisory committee members will not be included.

5. Required actions. No later than April 30, 1980, agencies will submit their plans to reduce their total obligations for consulting services by 15% from the level planned in the 1981 Budget. The information will be provided in the format of the exhibit.

Agencies should be prepared to provide information on the status of their planned reduction during 1981.

6. Application of savings. Savings resulting from reductions in consulting services may be counted as contributing to the requirement for a 2% reduction in operating costs. (See OMB Bulletin No. 80-8.)

120555031837 2 N8
US NRC
SECY PUBLIC DOCUMENT ROOM
BRANCH CHIEF
HST LOBBY
WASHINGTON

DC 20555

8005210671

DEPARTMENT OF GOVERNMENT
Planned Reductions in 1981 Consulting Services

<u>Part 1 - Contractual Services.</u>	<u>Obligations (in thousands)</u>	<u>Workdays</u>
Total obligations for consulting services estimated in the 1981 Budget.....	_____	N/A
Less 15%.....	_____	N/A
Revised total.....	_____	N/A

Part 2 - Personnel Appointments for Consultants.

Total obligations (and related workdays) estimated in the 1981 Budget.....	_____	(_____)
Less 15% of obligations (and resultant reduction in workdays).....	_____	(_____)
Revised total.....	_____	(_____)

Part 3 - Detail. For each appropriation or fund account for which a reduction is planned, provide the following information:

a.	Account Identification Number	Account Title	Reductions		
			Obligations		<u>Workdays</u>
			<u>Amount</u> (\$000)	<u>Percent*</u>	
	A		XX	XX	XX
	B		XX	XX	XX
	{		{		{
	Total		XXX		XXX

b. A statement of the total impact on the program or group of programs financed by the account of reduced or foregone consulting services.

c. Possible alternatives to using consulting services.

*The amount of the reduction in obligations compared to the original estimated level for this program.

Agencies Required to Report

Department of Agriculture
Department of Commerce
Department of Defense
Department of Education
Department of Energy
Department of Health and Human Services
Department of Housing and Urban Development
Department of the Interior
Department of Justice
Department of Labor
Department of State
Department of Transportation
Department of the Treasury
Environmental Protection Agency
National Aeronautics and Space Administration
Veterans Administration
General Services Administration
International Communication Agency
International Development Cooperation Agency
Nuclear Regulatory Commission
Office of Personnel Management
Small Business Administration
Executive Office of the President