

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO NCL-220-85-2	DATE RECEIVED 1-03-85
1 FROM (Agency or establishment) Department of Commerce		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Office of the Secretary		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
3 MINOR SUBDIVISION Information Management Division			
4 NAME OF PERSON WITH WHOM TO CONFER Daniel Rooney	5 TELEPHONE EXT 377-3630	DATE	ARCHIVIST OF THE UNITED STATES <u>WITHDRAWN</u>

6 CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 4 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 12/14/84	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Daniel Rooney</i>	D TITLE Department Records Mgmt. Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	<p>PRESIDENT'S PRIVATE SECTOR SURVEY ON COST CONTROL (PPSSCC) ("GRACE COMMISSION")</p> <p>"It is simply not right for us to squander money that our grandchildren will be held accountable for. We must reverse the process".</p> <p>With these words, President Ronald Reagan announced on February 2, 1982 the formation of his Private Sector Survey on Cost Control in the Federal Government. By Executive Order 12369, signed June 30, 1982, he authorized a team of private citizens to search out overlap, duplication, red tape and non-essential administrative activities in the federal government and to recommend ways to eliminate them.</p> <p>To spearhead the effort, the President enlisted about 150 private-sector executives--mostly chairmen, presidents and/or chief executive officers representing many of the nation's leading corporations. He asked them to bring private-sector management experience and skill to bear on the goal of finding ways to control runaway government spending.</p> <p>The PPSSCC consisted of three components. Directing the work of the Survey was an Executive Committee of private sector leaders, many of whom headed major corporations. Committee members either oversaw or worked on task forces</p>		<u>WITHDRAWN</u>

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and contributed the services of their employees to work on the Survey. J. Peter Grace of W.R. Grace and Company was chairman of the Executive Committee.

The work of the reviewing the operations of the Executive Branch was divided among 36 task forces, 22 of which covered individual Departments or independent agencies and 14 of which studied functional areas cutting across Departments and agencies, e.g., personnel management, automated data processing, and real property management.

The third component was the Management Office, which was responsible for providing support to the task forces, especially in the area of project management. Admiral (Ret.) James W. (Bud) Nance was appointed director, but he resigned after a relatively short time and the position remained vacant during most of the Survey. The core of this office was a project management unit which provided technical guidance to and served as a liaison for the task forces.

Salaries and expenses of the task force members were paid by their employers. Private firms also provided funds to the Foundation for the President's Private Sector Survey, Inc., which in turn paid the overhead expenses of the Management Office.

The PPSSCC after two extensions, was terminated on January 31, 1984. It produced 47 reports, including a two volume Summary Report to the President.

The records covered by this request were collected by the Information Management Division, Office of Information Resources, Department of Commerce, in its role of ensuring that the PPSSCC complied with the provisions of the Federal Advisory Committee Act.

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1	<p><u>PPSSOC Central Correspondence File, 1982-84, 7 cu.ft.</u></p> <p>Arranged chronologically. Letters, memoranda, and other correspondence received and sent by the Survey. Letters frequently suggest areas for study and have articles or news clippings attached. Included at the beginning of this series is a one volume Bibliography and Abstracts of 349 books, articles and reports in the Survey Library.</p> <p><u>Permanent.</u> Offer to the National Archives when 10 years old.</p>		
2	<p><u>Task Force Background Files, 1982-84, 113 cu.ft.</u></p> <p>Arranged by task force. Primarily copies of articles, reports, publications, and similar background information collected and used by the task forces during their surveys and to produce their reports.</p> <p><u>Permanent.</u> Offer to the National Archives when 10 years old.</p>		
3	<p><u>Public Comments File, 1983, 4 cu.ft.</u></p> <p>Arranged by task force. Letters from interested organizations commenting upon recommendation in task force reports. Many of these letters are extensive and detailed in their comments and were written by experts in the subject under consideration.</p> <p><u>Permanent.</u> Offer to the National Archives when 10 years old.</p>		
4	<p><u>Task Force Draft Reports, 1983, 9 cu.ft.</u></p> <p>Arranged by task force. Draft reports distributed for public comment and public hearings. Series also contains "working appendices" that include documentary support for their respective reports. These appendices were not republished with the Final Reports. The Final Reports (but not the Draft Reports) were published by the Government Printing Office.</p> <p><u>Permanent.</u> Offer to the National Archives when 10 years old.</p>		

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5

Issue - Recommendation Information System Printouts, 1982-83, 2 cu.ft.

Arranged by task force. Printouts and workpapers reflecting projected annual savings by issues - recommendations in each task force report. Series does not contain substantive information as to how savings were arrived at.

Destroy when 3 years old.

6

Personnel Database Files, 1982-84, 1 cu.ft.

Rosters of task force personnel and management office staff, secrecy agreements, brief personnel data sheets, and similar personnel related material.

Destroy when 3 years old.

7

Task Force Final Reports, 1983-84, 2 cu.ft. Copies of final reports published by the Government Printing Office.

Permanent. Offer to the National Archives immediately upon approval of this schedule.

8

Audio Tapes of the Executive Committee and Subcommittee Hearings, 1983. Twelve cassette tapes of 90 minutes duration each documenting the hearings of the Executive Committee and its Subcommittee.

Permanent. Offer to the National Archives immediately upon approval of this schedule.