Office of the Secretary

Mr. Chairman and Members of the Committee; the appropriation for the Office of the Secretary finances the general direction, supervision and coordination of all the programs and activities of the Department. This includes the Secretary, the Under Secretary, and the Assistant Secretaries, with their immediate staffs, as well as the Office of Program Analysis and the Office of Equal Opportunity, both recently established, Office of Information, Resources Program Staff, Office of the Commissioner of Fish and Wildlife, and the various staff offices under the Assistant Secretary for Administration.

We are requesting $5,186,000 for carrying on these functions in 1967, an increase of $482,500 over 1966. When the adjustment is made for pay increase costs of $41,200 resulting from the Federal Employees Salary Act of 1965, the program increase is $441,300. This increase is primarily devoted to programs which will:

-- Strengthen Departmental direction.

-- Improve our efforts in carrying out the provisions of the Civil Rights Act of 1964 relating to contracts and the other responsibilities which we have in this regard.

-- Provide for the implementation of analysis procedures to control the Department's programs and budgets.

-- Strengthen the position of Commissioner of Fish and Wildlife.

-- Provide for the central audit of all grant programs.

-- Improve management to achieve more efficient and effective programs.
We propose to accomplish these objectives, in some cases through the transfer of functions; in others, by strengthening existing ones. Responsibilities and activities of the Department have increased greatly in recent years. New problems arise; old programs need continual review and evaluation. New methods and procedures need to be studied and adopted. Positive direction and guidance, coordination, and avoidance of duplication of programs are Secretarial duties which require effective staff assistance.

A Planning-Programming-Budgeting system is directed by the Bureau of the Budget Circular 66-3. It is designed to assist the Secretary in the planning and analysis of our programs. The President stated the aim:

"This program is aimed at finding new ways to do new jobs faster, better, less expensively; to insure sounder judgment through more accurate information; to pinpoint those things we ought to do more, and to spotlight those things we ought do less; to make our decision-making process as up to date as our space-exploring equipment . . ."

We are pleased with the results of our experience with this effort. An Office of Program Analysis was established in my office, and $175,500 of the increase requested is to provide for a staff of ten employees. But I would like strongly to emphasize that this is an analysis staff, not a command staff. Its work will be submitted to the Secretary's Advisory Committee for Planning-Programming-Budgeting, a body created by the Secretary which consists of the Assistant Secretaries, the Solicitor, the Science Adviser, the Director of the Resources Program Staff. I act as Chairman. Assistant Secretaries will be provided with an assistant to aid them in carrying out their
responsibilities in the new system, but no additional funds are being requested for these five positions since they will be transferred from the Resources Program Staff.

Many of the Department's programs are of a scientific or technical nature. These are continually increasing in scope and importance. To aid the Secretary in giving direction to these programs, the Office of the Science Adviser was established several years ago. Since the professional staff is small, consisting of the Science Adviser and three others, one additional position, a natural resources analyst is being requested in 1967.

We are requesting $79,200 to provide five positions for the Office of Equal Opportunity, which was established by the Secretary on September 28, 1965, to enable him to adequately discharge his responsibilities under the Civil Rights Act of 1964 with respect to non-discrimination in contracts and other Federally assisted programs.

The Office of the Under Secretary varies in role and responsibility, and the responsibilities assigned to me, involving considerable coordination, are the basis for the increase of $52,800 included for my office.

One additional position is requested for the Office of Information, and an increase of $92,600 is being requested in the Administrative Management Services area. Included in this figure is one additional position for the Office of Budget and one for the Office of Correspondence Management to meet a steadily increasing workload in each office.
Also included are six positions which will be used in centralizing the audit of grants in the Office of Survey and Review. The individual bureaus and offices estimated needs of $513,000 for the fiscal year 1967 for auditing all the Department's grant programs. By consolidating this work in the Office of Survey and Review, $361,000 only will be required, $288,800 of which is financed by reimbursements and $72,200 represents the increase requested, a saving of $152,000.

Included in the estimate for the Office of the Secretary for the first time is the Commissioner of Fish and Wildlife, together with six positions in his office. On October 8, 1965, the Secretary approved the reorganization of the Office of the Commissioner of Fish and Wildlife, and the Commissioner now occupies a dual role as Deputy Assistant Secretary for Fish and Wildlife as well as Commissioner. The identity and authorities of the Commissioner of Fish and Wildlife pursuant to the Fish and Wildlife Act of 1956 are preserved. Line operations formerly in the Commissioner's Office have been transferred to the Bureaus of Commercial Fisheries and Sport Fisheries and Wildlife. No increase in funds is required as a result of this action.