

21. a) In seeking information from any source for a specific problem, how often do you need to go back

Up to 1 month %	Up to 6 months %	Up to 1 year %	Up to 2 yrs. %	Up to 5 years %	More than five yrs. %

21. b) Do you frequently feel that you should have gone further back into the files?

c) If yes: why didn't you

22. Of the material received in the course of your work, in what proportion

are you the office of
prime responsibility

is it just for
information

23. a) What per cent of your time is spent in reading "for information" departmental communications

- b) Is volume of such communications

too little _____ Too much _____ about right _____

- c) In relation to your present responsibilities what per cent of such communication is

useful _____ irrelevant _____ too broad _____

24. How frequently do you use the following sources of information

Frequently
(per day or per week or per month, etc.)

Registry files

Public Archives
(Turney's Pasture)