repetitive tasks where processes are structured and well understood, hence prospects of immediate benefits are great, either in the form of enhanced efficiency, or reduction in costs, or both.

4.5.2 OBJECTIVES

The last of the objectives in paragraph 4.2.4 applies specifically to Posts. Objectives 3, 4 and 5 apply to Headquarters and to Posts. Objective 4.2.4(6) reads as follows:

"(6) To exploit technological development in a comprehensive way in order to make Post operations more efficient, by providing Posts with systems of appropriate levels of security."

To achieve this the development of EDP facilities at Posts will have to be based on the following elements:

(1) A long term plan to provide Posts with Informatics systems to support a wide range of Post programs implemented in accordance with Governmental and Departmental policies on security, financial administration, and other issues.

(2) Acquisition of EDP equipment and software that will meet common Departmental standards to the extent feasible given that availability of EDP products and maintenance services can vary from country to country.

(3) Preparation of personnel to use systems available at Posts to which they have been assigned.

(4) Encouragement and assistance to Posts in developing their own applications which are fully consistent with Departmental policies and procedures and will not involve alteration to standard packages provided to Posts.

4.5.3 BACKGROUND

The introduction of EDP components of Informatics systems to Posts is a recent development with impetus coming from the Bureau of Finance and Management Services which has concentrated on those Posts required to handle a large volume of financial management activities for themselves and for other Posts in the same country. The first Post to receive a large computer installation was London in 1981, and the second was Paris in 1984. New hardware is to be installed in London in 1985 and the machine there moved to Bonn. Funds were approved through the Multi-Year Operational Plan in 1984 to move the financial operations in Washington from an outside bureau in 1985/86 to a machine located at the Post.

In 1985/86 a Post computer will be installed in Hong Kong and while the main application will be for the Immigration activity, a financial package is also being developed for the Post. A standard financial application package is being developed for medium and small Posts to be installed on micro-computers. Funds have been made available in 1985/86 for three pilot installations (at Bogota, San Francisco and Singapore).

An evaluation of London's computer system in 1984 concluded that it was performing the functions for which it was acquired, and that a saving of 1½ PYs in 1984/85 could be attributed to its use. The report also said that while the direct annual savings were less than the additional annual operating costs, this difference had to be offset against improvement in the level of service which had resulted from the use of the computer system. No comprehensive assessment has yet been carried out of the Paris system due to its very recent installation. However, an initial post-installation audit of the operation of the Immigration program in Paris showed that although there were some problems the use of the new systems had resulted in a marked increase in the operational efficiency of the program.