

Organization Chart - T. B. Secretariat

(The speaker drew attention to the organization chart and provided comments on the various elements in the organization.)

- (a) Data Processing Bureau. This Bureau is not really part of the Secretariat. It is located with the Treasury Board Secretariat temporarily as a means of helping it develop its organization and acquire its staff. It is likely that responsibility for it will be placed elsewhere when it is fully developed. The formation of a Data Processing Bureau was a direct result of a Glassco Commission recommendation. Mr. K. J. Radford was appointed director in September 1964. The Bureau served initially as a broker for the surplus computer capacity of the Government. However, a study showed that by mid-1966 there would be no more surplus capacity. A feasibility study indicated the need of a multi-programming and multi-processing computer of substantial capacity and, in December 1965, the Treasury Board authorized the rental of an I.B.M. 360 computer Model 65 which will go into operation in September 1966. This is a computing utility that will be available to all departments. They will be able to hook up on a direct-by-line link coming on to the main frame without human intervention and get results direct-by-line in the same manner. Computer time will be available to departments on a repayment basis.
- (b) Administration and Personnel Branch. This is a small branch which looks after the needs in these fields of both the Treasury Board Secretariat and the Department of Finance. It is sufficiently well organized that it can handle the requirements of both departments. Its most important endeavour has been the effort made to reduce the time taken for submissions to go through the Treasury Board. We realize that the submissions often involve operational decisions on which departments depend for implementation of their responsibilities. At one stage, it took an average of thirty-two working days for submissions on personnel policy matters to go through the Treasury Board process and be returned to departments. A radically new system has been designed, and departments have cooperated by using standard forms. The bulk of submissions are now back in departmental hands on the day following the Treasury Board meeting at which they were considered. It is hoped that