

Managers considering possible uses for computer services in their operations should first of all acquaint themselves with the "Manual on the Conduct of a Feasibility Study for an Electronic Computer and Supplement #1", published by the Management Analysis Division, Civil Service Commission. Next, it would be useful to discuss their problems with members of CDPSB, particularly on possible use of surplus time on computers in service.

In programming, departments are encouraged to retain their staffs of analysts and programmers to process departmental workload using the central computer as an extension of their own installation. However, the Bureau can provide programming assistance to departments which have not yet had the opportunity to build up sufficient staff for this purpose.

While the majority of initial users of the central service will probably be from within the Ottawa area, direct communications links to the central installation from other centres in Canada will probably be set up. Present government-leased telephone lines between Ottawa and Toronto, Hamilton, Montreal, Quebec City and Halifax provide an immediate capability of this kind. Present plans to extend the coverage of leased lines will improve access from other regional centres. Choice between direct communications links from these centres and delivery of data by other means (such as air freight) will be dictated by the nature of the application and by considerations of cost. If requirements arise, facilities can be set up in other centres to operate in a manner similar to the Ottawa installation.

The Bureau's role under this concept of operations is that of custodian of the central equipment, with the task of providing advice on needs and service to all users according to their requirements; in short, a utility supplying information-processing power, just as an electrical utility supplies electrical power to its customers.