

DEPARTMENT OF ENERGY  
FY 1992 CONGRESSIONAL BUDGET  
ENERGY SUPPLY RESEARCH AND DEVELOPMENT

OVERVIEW

TECHNICAL INFORMATION MANAGEMENT PROGRAM

The Department of Energy (DOE) is responsible for ensuring that the scientific and technical information (STI) resulting from the agency's multi-billion dollar research and development (R&D) investment is effectively managed, controlled, and disseminated, and that management of STI is considered an integral part of the R&D effort from the initial planning stage through project completion. The Department must also ensure that the most effective and efficient mechanisms and systems are used to make available the STI needed by those responsible for developing and implementing the National Energy Strategy.

The Office of Scientific and Technical Information (OSTI), which reports to the Director of the Office of Administration and Human Resource Management through the Associate Director for Administration, Information and Facilities Management, is responsible for providing coordinated direction and leadership for the Department's Technical Information Management Program (TIMP) and for maintaining a centralized base of support to assist Departmental elements in planning, developing, and implementing STI activities.

The TIMP provides STI management support to all Departmental elements. It is involved in meeting the nation's energy goals by assuring that STI and related information resulting from DOE's R&D efforts are effectively managed and are easily accessible in forms that facilitate decisionmaking throughout the R&D process and for non-R&D purposes such as policy and rulemaking. This approach assures that STI support is effectively provided throughout the Department in addressing national energy issues in the areas of energy efficiency, energy supplies, environmental protection and restoration, science and engineering research and education, and technology transfer.

The goals of the TIMP are:

- o To provide a centralized office in the Department for the overall coordination of STI policy and standards relative to fundamental science and engineering research needs.
- o To provide a comprehensive base of information, and tools to effectively utilize that information, to the Department in the conduct of its R&D programs.

- o To achieve a balance between broad dissemination of DOE's R&D results while providing effective management controls for the protection of national security and technology transfer interests.
- o To maximize R&D productivity in the attainment of the nation's energy goals.

Some of OSTI's major accomplishments during FY 1990 include:

- o Continued to operate a centralized program that coordinates the management of STI within the Department and provides a resource for Departmental elements to utilize in planning, developing, and implementing STI activities.
- o Began development of an overall glossary of environmental terminology to aid in the use of Departmental data systems and networks.
- o Designed and developed new educational materials and signed an agreement with school officials for evaluating the materials in local school systems.
- o Continued to operate an effective program for acquiring foreign research results on behalf of the Department, including serving as Operating Agent for the International Energy Agency's Energy Technology Data Exchange.
- o Continued to expand access to DOE's on-line classified network, providing for effective and secure communications linkage between classified data resources and the agency's defense laboratories.

Specific objectives for FY 1991 through FY 1995 include:

- o Investigate, and implement as appropriate, the application of new and emerging technologies to the Department's information management program and related activities.
- o Pursue the exploitation of data contained in DOE bibliographic data files to take advantage in non-traditional ways of the vast amounts of intelligence they contain.
- o Implement systems and procedures for the segmentation of STI to effectively meet Departmental objectives relating to national security and U. S. competitiveness.

- o Actively promote the development and utilization of common policies and standards to facilitate the compatibility, transferability, and usability of STI throughout the Department and among other government agencies.
- o Acquire optical disk capital equipment in FY 1993 which will not only preserve the R&D collection but will permit multiple options (CDROM, WORM, electronic interchange, fiche and paper) for product development and dissemination.

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 (dollars in thousands)

LEAD TABLE

Technical Information Management Program

<u>Activity</u>	<u>FY 1990 Enacted</u>	<u>FY 1991 Enacted</u>	<u>FY 1992 Base</u>	<u>FY 1992 Request</u>	<u>Program Change Request vs Base</u>	
					<u>Dollar</u>	<u>Percent</u>
Technical Information Management Program						
Operating Expenses	\$13,656	\$14,018	\$14,105	\$14,100	\$ -5	0
Capital Equipment	937	895	895	800	-95	-11
Construction	197	0	0	100	+100	+100
Budget Authority	<u>\$14,790</u>	<u>\$14,913</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>0</u>	<u>0</u>
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Staffing (FTEs)	166	170	170	170		

Authorization: Section 31, P.L. 83-703

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SUMMARY OF CHANGES

Technical Information Management Program

FY 1991 Enacted Appropriation.....	\$14,913
Adjustments - Salary Costs.....	<u>+87</u>
FY 1992 Base.....	\$15,000
<u>Operating Expenses</u>	
- Escalation increases (\$300) offset by productivity improvements (\$-305).....	-5
<u>Capital Equipment</u>	
- Decrease capital equipment.....	-95
<u>Construction</u>	
- Increase General Plant Projects (GPP).....	<u>+100</u>
FY 1992 Budget Request	\$15,000

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KEY ACTIVITY SUMMARY

TECHNICAL INFORMATION MANAGEMENT PROGRAM

I. Preface: Technical Information Management Program

The Scientific and Technical Information Program (STIP) represents a Department-wide approach to managing STI and is carried out at many levels within the Department and by its contractors. Within the DOE Infrastructure, the Office of Scientific and Technical Information (OSTI), through implementation of the Technical Information Management Program (TIMP), is responsible for providing direction and leadership for the Department's STIP, and for furnishing a centralized base of support to assist Departmental elements in producing, managing, and disseminating their STI, when such support is determined to be in the best economic and programmatic interests of the Department. To accomplish this role, OSTI performs a number of specific activities in support of four major TIMP objectives:

- o Providing direction for the development, communication, and coordination of policy, procedures, and standards for managing STI in the Department.
- o Acquiring, managing, and providing access to civilian energy and national defense STI.
- o Providing consultation and assistance to Departmental Elements in planning, developing, and implementing STIP activities.
- o Representing the Department and participating in interagency, international, and domestic STI activities.

II. A. Summary Table

<u>Program Activity</u>	<u>FY 1990</u>	<u>FY 1991</u>	<u>FY 1992</u>	<u>\$ Change</u>
Operating Expenses .....	\$ 13,656	\$ 14,018	\$ 14,100	+1
Capital Equipment .....	937	895	800	-11
Construction .....	<u>197</u>	<u>0</u>	<u>100</u>	<u>+100</u>
Budget Authority .....	\$ 14,790	\$ 14,913	\$ 15,000	+1

II. B. Major Laboratory and Facility Funding

Oak Ridge National Laboratory .....	\$ 50	\$ 30	\$ 15	-50
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III. Activity Descriptions

<u>Program Activity</u>	<u>FY 1990</u>	<u>FY 1991</u>	<u>FY 1992</u>
<u>Operating Expenses</u> Program Direction	<p>Provides for facility services and for FTEs required to implement and operate the TIMP, including: collecting, organizing, analyzing, and disseminating R&amp;D results in accordance with DOE policy; managing DOE's Master file of worldwide energy information; designing, developing, and operating systems to control dissemination of classified and sensitive information; maintaining a database on energy-related research in progress; providing guidance, assistance, and support to DOE program managers in managing, controlling, and disseminating their scientific and technical information (STI); recommending and participating in the development of policy, standards, and procedures for DOE's STI program; negotiating and implementing bilateral and multilateral agreements for domestic and international exchange of energy information; monitoring receipt of information deliverables from DOE-funded R&amp;D contracts; and providing tools to assist in controlling the flow of information abroad. (\$7,900)</p>	<p>Continue to provide facility services and FTEs required to implement and operate TIMP. (\$8,190)</p>	<p>Maintain same level of facility services and FTEs as described for FY 1991. (\$8,460)</p>

III. Operating Expenses (Cont'd)

<u>Program Activity</u>	<u>FY 1990</u>	<u>FY 1991</u>	<u>FY 1992</u>
Acquisition and Appraisal	Provides for contract services to acquire and evaluate scientific and technical information which is made available to DOE scientists and engineers, and to meet requirements of certain international exchange agreements. (\$1,100)	Continue essentially the same level of acquisition and evaluation services. (\$1,180)	Continue essentially same level of acquisition and evaluation services as in FY 1991. (\$1,120)
Systems and Technology	Provides for contract services required to develop, build, and maintain information systems and to manage and provide automated access to scientific and technical information. (\$2,550)	Continue same level of services. (\$2,780)	Continues essentially same level of services as in FY 1991. (\$2,660)
Products and Services	Provides for contractor production support services and supplies required to produce and make available the results of DOE's energy research and development program in appropriate forms and media. (\$2,106)	Continue essentially same level of products and services. (\$1,868)	Continue essentially same level of services as in FY 1991. (\$1,860)
Subtotal Operating Expenses	<u>\$13,656</u>	<u>\$14,018</u>	<u>\$14,100</u>

III. Activity Descriptions  
Program Activity

	FY 1990	FY 1991	FY 1992
<u>Capital Equipment</u>	Provides for ADP and duplicating equipment to support DOE's centralized technical information activities. (\$937)	Maintain essentially same level of equipment as FY 1990. (\$895)	Eleven percent decrease in capital equipment level. (\$800)
Subtotal Capital Equipment	\$ 937	\$ 895	\$ 800
<u>Construction</u>	Provides for miscellaneous reoccurring General Plant Projects (GPP). (\$197)	0	Provides for miscellaneous reoccurring General Plant Projects (GPP). (\$100)
Subtotal Construction	\$ 197	\$ 0	\$ 100
Total	\$14,790	\$14,913	\$15,000
FTEs	166	170	170

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KEY ACTIVITY SUMMARY

CONSTRUCTION PROJECTS

Technical Information Management Program

IV. A. Construction Project Summary

<u>Project No.</u>	<u>Project Title</u>	<u>Total Prior Year Obligations</u>	<u>FY 1991 Appropriated</u>	<u>FY 1992 Request</u>	<u>Unappropriated Balance</u>	<u>TEC</u>
90-LA-1	Miscellaneous GPP	\$197	----	----	----	\$197
92-LA-1	Miscellaneous GPP	----	----	\$100	----	\$100

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OBJECT CLASS SUMMARY

Technical Information Management Program

	<u>FY 1990</u>	<u>FY 1991</u>	<u>FY 1992</u>
<b>Direct Funding:</b>			
11.1 Full-time permanent	\$ 5,645	\$ 6,136	\$ 6,541
11.3 Other than full-time	285	310	330
11.5 Other compensation	81	155	118
11.9 Total personnel compensation	<u>\$ 6,011</u>	<u>\$ 6,601</u>	<u>\$ 6,989</u>
12.1 Benefits	\$ 894	\$ 1,179	\$ 1,303
21.0 Travel	145	145	150
25.0 Other services	6,606	6,093	5,658
31.0 Equipment	937	895	800
32.0 Land and Structure	197	0	100
99.0 Subtotal	<u>\$14,790</u>	<u>\$14,913</u>	<u>\$15,000</u>