

ORDER

OA 3330.9

9/15/64

Initiated

by: PO-1

SUBJECT: COORDINATION OF ECONOMIC ACTIVITIES

1. PURPOSE. This order establishes a procedure for coordinating economic activities within the Agency.
2. BACKGROUND. The Office of Policy Development is the central staff office responsible for policy and economic planning within the Agency. It conducts broad economic studies relative to all aspects of the aviation industry, provides the Agency with economic forecasts and makes economic analyses of proposed development projects. Other offices and services in the Agency have requirements for specialized economic analyses or studies within their own areas of responsibility which are met by contract or by direct employment of an economist by the office or service concerned. In order to conserve our resources and maximize our utilization of manpower, it is essential that all economic activities be closely coordinated.
3. POLICY. To the fullest extent possible, the Agency's requirements for economic studies and analyses, or professional judgments of economists will be met by the Office of Policy Development. Other offices and services may establish economist positions or hire economists in their professional capacity only in those instances in which there is a fulltime and continuing need for economic analyses or studies limited in application to the operational responsibilities of that office or service. Before approving the establishment of such positions, the Office of Budget will obtain the concurrence of the Office of Policy Development. No office or service shall offer an appointment to any person being employed as an economist without previously consulting with the Office of Policy Development concerning the qualifications of candidates and the duties to be performed. Operating personnel offices shall not process appointments to positions in the economist series without evidence that such consultation with the Office of Policy Development has taken place.

To avoid unnecessary duplication and assure that maximum benefits are derived from each economic study, whether performed in-house or by contract, no such study shall be initiated or contract let without the prior concurrence of the Office of Policy Development.

/s/ N. E. Halaby

Administrator