



United States  
**CONSUMER PRODUCT SAFETY COMMISSION**  
 Washington, D.C. 20207

REC-115  
 12 24 1996

**BALLOT VOTE SHEET**

**DATE:** December 24, 1996

**TO :** The Commission  
 Sadye E. Dunn, Secretary

**FROM :** Eric A. Rubel, General Counsel *ER/R*

**SUBJECT:** Proposed Revision to 1998 Budget Request

**BALLOT VOTE DUE:**        **NOON, JANUARY 6**       , 1998

The Executive Director, in the attached memorandum dated December 23, 1996, recommends a proposed revision to the 1998 budget request.

Please indicate your vote on the following options:

I. APPROVE THE REVISED 1998 BUDGET REQUEST AS PROPOSED

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

II. APPROVE THE REVISED 1998 BUDGET REQUEST WITH SPECIFIED CHANGES

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

NOTE: This document has not been reviewed or approved by the Commission.  
 Initial ER Date 12/24/96

III. DO NOT APPROVE THE REVISED 1998 BUDGET REQUEST

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

IV. TAKE OTHER ACTION (please specify).

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Attachment  
Comments/Instructions:  
(Signature)



United States  
**CONSUMER PRODUCT SAFETY COMMISSION**  
Washington, D.C. 20207

Office of the Executive Director

**MEMORANDUM**

**DATE:** December 23, 1996

**TO :** Chairman Ann Brown  
Vice-Chairman Thomas H. Moore  
Commissioner Mary Sheila Gall

**FROM :** Pamela Gilbert *PG*  
Executive Director

**SUBJECT:** Proposed Revision to 1998 Budget Request

We now have final numbers from OMB on CPSC resources to be included in the President's 1998 budget. The funding level is \$45 million with FTE usage set at 480. OMB assures us that these resources are generous considering cuts made in other agency budgets.

Attached is the staff proposal of how to implement the reduction of \$4,775,000 and 7 FTEs from our request. There were many hard decisions. All the original proposals were strong. We created a balance between sustaining our current efforts and building new initiatives. For example, we preserved some portion of the initiatives in the fire hazard area and in the Special Investigations Unit. In this proposal, the financial savings from the reduction of FTEs is directed to offset most of the impact on those specific operating units losing FTEs.

We must now approve a plan to present to Congress. However, we retain the flexibility to adjust the plan as conditions change and as we actually implement the 1998 operating plan. I can almost assure you that some modifications of the proposed plan will likely be necessary to strengthen our program work during the budget year.

The preparation of the President's budget is on a tight schedule. OMB informs us that our final allocations by program and expense category are due to them by January 6. Thus, we need to complete action on a ballot vote by noon, January 6.

After completion of the numbers for OMB, staff will prepare a fully revised budget document for submission to Congress on February 3. This revised document will be forwarded to you for your review and comment in mid-January. If you have any questions, please call me, Clarence Bishop or Ed Quist.

Attachment

NOTE: This document has not been  
reviewed by the [unclear] [unclear].  
Initial *SD* Date *12/27/96*

## 1998 OMB MARK BY FUND TYPE

<u>BUDGET COST ITEM</u>	<u>1997 OP PLAN</u>	<u>1998 REQUEST</u>	<u>1998 MARK</u>	<u>COMMENTS</u>
COMPENSATION	33,597,400	34,882,400	34,537,400	\$940,000 increase over 97: \$1,085,000 for pay; \$150,000 for performance awards. Funds 480 FTEs with -\$310,000 for 7 FTE cut and \$15,000 increase in overtime see attached detail
CONTRACTS	3,009,000	7,331,000	3,798,000	\$789,000 increase over 97; see attached detail
OPERATING EXPENSES	1,862,800	2,578,500	1,985,700	\$122,900 increase over 97: begin field PC replacements, \$25,000; consumer information printing, \$20,000; NEISS sample update cut, -\$30,000; field travel, \$110,000; and misc. cuts, -\$2,100
COMMON COSTS	<u>4,030,800</u>	<u>4,983,100</u>	<u>4,678,900</u>	\$648,100 increase over 97: \$300,000 for accounting; \$50,000 to begin HDQTRS PC replacements; \$118,000 for lab space increase; \$5,100 for EAP expansion; \$175,000 to offset FTE cuts in Information Services
TOTAL BUDGET	<u><u>42,500,000</u></u>	<u><u>49,775,000</u></u>	<u><u>45,000,000</u></u>	\$2,500,000 increase over 97 (6%)

## 1998 OMB MARK - FTE ADJUSTMENT

ORGANIZATION	CURRENT FTES	FTE CEILING	PROPOSED CUT		COMMENT
			FTES	DOLLARS	
COMMISSIONERS OFFICES:					
COMMISSIONERS	13	13			
SECRETARY	14.5	15	-0.5	20	Substitute contract funds for clerical needs
CONGRESS. RELATIONS	3	3			
GENERAL COUNSEL	15	14			
INSPECTOR GENERAL	3	3.5	-0.5	0	Spread typing work among existing staff(current practice)
EQUAL EMPLOYMENT	2	2			
SUBTOTAL	<u>50.5</u>	<u>50.5</u>	<u>-1.0</u>	<u>20</u>	
EXECUTIVE DIRECTOR:					
EXECUTIVE DIRECTOR	4	4			
BUDGET	4	4			
PLANNING AND EVALUATION	4	5			
OFFICE OF PUBLIC INFORMATION	10	13			
HUMAN RESOURCES	10	10			
INFORMATION SERVICES	28.9	32	-2.5	175	Substitute contract funds for programmer/information center staff
ADMINISTRATION	29.6	29	-1.0	15	Substitute overtime funds for Finance cut
SUBTOTAL	<u>90.5</u>	<u>97</u>	<u>-3.5</u>	<u>190</u>	
HAZARD IDENTIFICATION AND REDUCTION:					
DIRECTOR	7.8	8			
EPIDEMIOLOGY/HEALTH SCIENCES	59.2	63			
ECONOMICS	13	13			
ENGINEERING SCIENCES	31.8	38.5			
LABORATORY SCIENCES	34	32			
SUBTOTAL	<u>145.8</u>	<u>154.5</u>	<u>0.0</u>		
COMPLIANCE	39.5	46	0.0		
FIELD SUPPORT	130	139	-2.5	100	Substitute travel funds for reduced staff
TOTAL	<u>456.3</u>	<u>487</u>	<u>-7</u>	<u>310</u>	

<u>COST</u>	<u>1997 PLAN</u>	<u>1998 REQUEST</u>	<u>1998 MARK</u>	<u>COMMENTS</u>
<b>HIA:</b>				
SURVEILLANCE DATA	1,305	1,215	1,215	97 includes \$90 for non-recurring sample update
AAPCC DATA	0	60	0	Delete - End of year funding candidate
INVESTIGATIONS	35	35	35	Maintain 97 level (400 telephone screenings)
INVESTIGATION DATA	0	160	25	Doubles telephone screenings to 800
DOCUMENT IMAGING	0	200	0	Delete new effort
EMERGING HAZARDS	27	27	7	Delete focus groups
ECONOMIC STUDIES	5	7	7	Maintain 98 level
HEAD INJURY	0	40	0	Delete new effort - End of year funding candidate
INJURY IMPACT	0	40	0	Delete new effort - End of year funding candidate
<b>TOTAL HIA</b>	<b>1,372</b>	<b>1,784</b>	<b>1,289</b>	
<b>HAR:</b>				
<b>FIRE:</b>				
FIRE HAZARDS	52	44	20	Delete mattress work/fire ignition study
MULTIPURPOSE LIGHTERS	0	0	150	New effort
CIGARETTE LIGHTERS	0	0	115	New evaluation
FIRE INITIATIVE	0	500	50	Reduced effort (suggest CPSC investigator training)
SUBTOTAL FIRE	52	544	500	
ELEC/MECH CODES	16	20	5	Delete test equipment
ANTHROPOMETRIC UPDATE	0	800	200	Do young child data first
SPORTS/RECREATION	10	101	21	Delete reflector testing range equipment
CHILDREN'S PRODUCTS	86	10	4	Delete sound effort; add crib slats
CHEMICAL HAZARDS	22	22	22	Maintain 97 level
LABORATORY EQUIPMENT	141	196	65	Minimum level for one year
LABORATORY SUPPORT	44	54	44	Maintain 97 level
CONTRACT SUPPORT	0	100	0	Delete
HAR MANAGEMENT	13	0	13	Annual codes/VS database update
<b>TOTAL HAR</b>	<b>384</b>	<b>1,847</b>	<b>709</b>	

<b>COST</b>	<b>1997 PLAN</b>	<b>1998 REQUEST</b>	<b>1998 MARK</b>	<b>COMMENTS</b>
<b>COMPLIANCE:</b>				
SECT. 15/37 INVEST.	60	150	150	Maintain 98 request
PROD. SAFETY ASSESS.	74	114	114	Maintain 98 request
SECT. 15/37 LITIGATION	50	50	50	Maintain 97 level
SIU:				
DATABASE OPERATIONS	0	390	390	Sustains all agency databases
DATABASE INTEGRATION	0	495	0	Defer integration
DOCUMENT IMAGING	0	315	0	Defer integration
EXPERTS/TESTING	50	700	100	Double 97 level
TRAVEL/OTHER	0	100	0	Delete
SUBTOTAL, SIU	50	2,000	490	
SECT. 15/37 S&L	35	35	35	Maintain 97 level
PPPA	20	20	20	Maintain 97 level
FHSA/FIREWORKS	23	23	23	Maintain 97 level
NEW REGULATIONS	60	60	60	PPPA testing in 98
EMERGING PROBLEMS	0	15	0	Delete new State and local funds
FHSA/ADULT	27	27	27	Maintain 97 level
REG. PROD. S&L	15	15	15	Maintain 97 level
V/S MONITORING S&L	50	50	50	Maintain 97 level
LABORATORY SUPPORT	35	45	35	Maintain 97 level
<b>TOTAL COMPLIANCE</b>	<b>499</b>	<b>2,604</b>	<b>1,069</b>	Increase of \$570 for SIU/Section 15 efforts
<b>CONSUMER INFORMATION:</b>				
VNRS	93	148	115	Increase VNRs from 8 to 12
HOTLINE	285	462	285	Maintain 97 level
DISTRIBUTION SERVICES	124	124	124	Maintain 97 level
RECALLS/ALERTS	15	15	15	Maintain 97 level
SMOKE DETECTORS	0	50	0	Delete new effort; similar effort pursued with CDC
PEDIATRICIANS DIST.	0	35	0	Delete new effort
RADIO ACTUALITIES	0	25	0	Delete new effort
<b>TOTAL CONS. INFOR.</b>	<b>517</b>	<b>859</b>	<b>539</b>	
<b>AGENCY MANAGEMENT</b>	<b>2</b>	<b>2</b>	<b>22</b>	OS hearing records (\$2); OS clerical help (\$20)
<b>COMPUTER UTILIZATION</b>	<b>235</b>	<b>235</b>	<b>170</b>	\$65 savings with transfer of remaining NEISS data from Parklawn
<b>TOTAL CONTRACTS</b>	<b>3,009</b>	<b>7,331</b>	<b>3,798</b>	