

# NATIONAL LABOR RELATIONS BOARD

## COMMERCIAL ACTIVITIES INVENTORY

### FY 2001

Organization Unit	State(s)	Location(s)	FTE	Activity Function Code	Reason Code	First Inventory Year	Responsible Official	Year of Cost Comparison or Conversion	FTE Savings	Estimated Annual \$ Savings	Completion of Review
<b>DIVISION OF ADMINISTRATION</b>											
<b>Personnel Branch:</b>											
Imm. Office of the Director	DC	Washington	1	B710 - Mgmt. Hq. Civ. Pers.	B	1999	Catherine McCoy	N/A	N/A	N/A	N/A
Imm. Office of the Director	DC	Washington	1	B702 - Pers. IT Support	B	2001	Catherine McCoy	N/A	N/A	N/A	N/A
Imm. Office of the Director	DC	Washington	1	B000 - Pers. Admin. Support	B	2001	Catherine McCoy	N/A	N/A	N/A	N/A
Labor and Employee Relati	DC	Washington	2	B400 - Employee Relations	B	1999	Glenda Johnson	N/A	N/A	N/A	N/A
Pers Opns -Office of Chief	DC	Washington	1	B701 - Per.Op. Mgmt.	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Pers Opns -Office of Chief	DC	Washington	1	B000 - Pers. Admin. Support	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Pers Opns-Emp.&Pos Mgmt.	DC	Washington	4	B300 - Staffing Reviews	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Pers Opns-Emp.&Pos Mgmt.	DC	Washington	1	B100 - Classification	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Pers Opns-Emp.&Pos Mgmt.	DC	Washington	1	B600 - Examining	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Payroll/Personnel Unit	DC	Washington	8	B301 - Processing	B	1999	A. Wonkovich	N/A	N/A	N/A	N/A
Program Dev. & PME Sect.	DC	Washington	2	B700 - Pers. Mgmt. Spec.	B	1999	Elmer Lovell	N/A	N/A	N/A	N/A
Program Dev. & PME Sect.	DC	Washington	2	D704 - Prog. Monitoring and Evaluat	B	2001	Elmer Lovell	N/A	N/A	N/A	N/A
Program Dev. & PME Sect.	DC	Washington	1	B000 - Pers. Admin. Support	B	2001	Elmer Lovell	N/A	N/A	N/A	N/A
Employee Relations Unit	DC	Washington	2	B400 - Employee Relations	B	1999	Glenda Johnson	N/A	N/A	N/A	N/A
Employee Relations Unit	DC	Washington	2	B401 - Benefits Review and Analysis	B	2001	Glenda Johnson	N/A	N/A	N/A	N/A
Employee Relations Unit	DC	Washington	1	B000 - Pers. Admin. Support	B	2001	Glenda Johnson	N/A	N/A	N/A	N/A
Labor Relations Unit	DC	Washington	2	B500 - Labor Relations	B	1999	Glenda Johnson	N/A	N/A	N/A	N/A
Labor Relations Unit	DC	Washington	1	B000 - Pers. Admin. Support	B	2001	Glenda Johnson	N/A	N/A	N/A	N/A
<b>Procurement &amp; Facilities Branch:</b>											
Contract & Procurement	DC	Washington	2	F320 - Contract Specialist	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Contract & Procurement	DC	Washington	3	F400 - Purchasing	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Warehouse Unit	DC	Washington	2	T150 - Warehousing and Distr.	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Facilities Unit	DC	Washington	2	T830 - Interior Facility Design	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Safety Unit	DC	Washington	1	A300 - Safety	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Communications Unit	DC	Washington	2	W210 - Admin.Telephone Services	B	1999	A. F. Crawford	N/A	N/A	N/A	N/A
Property Management	DC	Washington	2	T700 - Inventory Mgmt	B	2001	A. F. Crawford	N/A	N/A	N/A	N/A
Property Management	DC	Washington	1	T199 - Supply	B	2001	A. F. Crawford	N/A	N/A	N/A	N/A
<b>Information Technology Branch:</b>											
Front Office	DC	Washington	3	W601 - IT Management	B	1999	L. Adams	N/A	N/A	N/A	N/A
Info. Infrastructure	DC	Washington	5	W827 - Software Services	B	1999	L. Adams	N/A	N/A	N/A	N/A
Inf. Systems Sect	DC	Washington	10	W826 - Sys.Design, Develop. & Proj	B	1999	L. Adams	N/A	N/A	N/A	N/A
Customer Support	DC	Washington	2	W825 - Maintenance of ADP Equip.	B	1999	L. Adams	N/A	N/A	N/A	N/A
<b>Library &amp; Administrative Services Branch</b>											
Mail & Transportation Staff	DC	Washington	1	S716 - Motor Vehicle Operation	B	1999	V. Reynolds	N/A	N/A	N/A	N/A
Mail & Transportation Staff	DC	Washington	4	T820 - Mailroom Operation	E	1999	V. Reynolds	N/A	N/A	N/A	N/A
Copy Center	DC	Washington	2	T806 - Prnt & Reprod	B	1999	V. Reynolds	N/A	N/A	N/A	N/A
Library Sect	DC	Washington	5	T820 - Library Services	B	1999	V. Reynolds	N/A	N/A	N/A	N/A
Editorial	DC	Washington	11	T820 - Editorial Services	A	1999	V. Reynolds	N/A	N/A	N/A	N/A

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<b>Finance Branch:</b>											
Finance Branch	DC	Washington	3	C300 - Acct Tech	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C301 - Acct Payable	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	3	C302 - Travel Process	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C304 - Acct Receivable	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C305 - Collections	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C307 - Gen Accounting	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C308 - Fin Rpt Generation	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C313 - Fin. Sys. Support	B	2000	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C314 - Fin. Mgmt. & Prog. Plan.	B	2000	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C315 - Fin. Mgmt. Operations	B	2001	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C317 - Fin. Sys. Operations	B	2000	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C401 - Financial Analysis	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	1	C402 - Cash & Debt Mgmt.	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
Finance Branch	DC	Washington	2	C000 - Administrative Support	B	1999	K. Rohrbaugh	N/A	N/A	N/A	N/A
<b>DIVISION OF OPERATIONS MGMT:</b>											
Operations Management:	Nationwide	Agencywide	15	D000 - Docket Clerk	B	2001	Richard A. Siegel	N/A	N/A	N/A	N/A
Operations Management:	Nationwide	Agencywide	4	D000 - Computer Specialist	B	2001	Richard A. Siegel	N/A	N/A	N/A	N/A
<b>Office of Employee Development:</b>											
OED	DC	Washington	1	B000 - Pers. Admin. Support	B	2001	Tom Christman	N/A	N/A	N/A	N/A
OED	DC	Washington	5	B200 - Employee Development	B	2001	Tom Christman	N/A	N/A	N/A	N/A
<b>Office of Equal Employment Opportunity:</b>											
OEE0	DC	Washington	1	B710, B501- Dep. Dir.	B	2001	Robert Poindexter	N/A	N/A	N/A	N/A
OEE0	DC	Washington	1	I999, I502 - Sr. Atty. Advisor	B	2001	Robert Poindexter	N/A	N/A	N/A	N/A
OEE0	DC	Washington	2	I999 - Atty. Advisor	B	2001	Robert Poindexter	N/A	N/A	N/A	N/A
OEE0	DC	Washington	3	B501 - EEO Specialist	B	2001	Robert Poindexter	N/A	N/A	N/A	N/A
OEE0	DC	Washington	1	B000 - Program Support	B	2001	Robert Poindexter	N/A	N/A	N/A	N/A