

Annual Report
of
The Public Printer

Fiscal Year 1957

**Financial Management Service
General Accounting Branch
Work In Process Section**

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of
The Public Printer

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LETTER OF TRANSMITTAL

U. S. Government Printing Office
Washington 25, D. C.
January 3, 1958

To the Congress of the United States:

This report, submitted pursuant to the provisions of the Act of January 12, 1895 (sec. 19, ch. 23, 28 Stat. 603) covers the work of the Government Printing Office for the fiscal year ended June 30, 1957.

Under the 1940 Legislative Branch Appropriation Act, the requirement for the printing of an annual report was suspended, and subsequent appropriation acts have extended this authorization.

In the fiscal year 1957, total charges of the Government Printing Office amounted to \$93,641,307.04. Of this amount, approximately \$11,500,000 represented charges to the Congress. The number of congressional and departmental orders received declined about 1-1/3% during the year. Charges for private orders to Members of Congress amounted to \$200,322.61. The value of all work for 1957 amounted to approximately \$89,600,000 compared to 1956 value of \$87,700,000, an increase of about \$1,900,000.

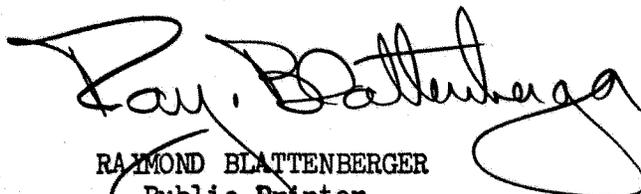
Field Service and Departmental Service Office operations went up nearly 16%.

Total number of employees on the rolls (including the Field Service Division) dropped from 6,462 to 6,310 while the value of all work was increasing by about 2%.

The improved coordination of operations in the relatively new Offset Division continues to provide economies and greater efficiency. Another result of our economy program was the return of \$2,000,000 of capital funds to the United States Treasury on November 15, 1956, bringing the total of refunds to \$13,000,000 since January 15, 1954.

In the latter part of the last fiscal year, wage increases were granted to all craft employees for the fifth consecutive year. The increases in the several crafts trades were in line with the weighted average of commercial scales established in the 25 principal cities. There was no increase in our charges to our various customer agencies despite the wage increases, and our labor charges continue at the rates set in 1954.

During the year, many officials in all branches of the Government have written letters commending the service of the Office. I am pleased to report that the plant is operating efficiently and economically and providing to all agencies the services they represent as necessary.



RAYMOND BLATTENBERGER
Public Printer

DIVISION OF PERSONNEL

During the 1957 fiscal year, the Personnel Division has made substantial steps forward in the management of its operations while improving its program performance. To a large degree, it is the result of efforts by employees and supervisors working toward more effective and economical management.

Recruitment policy established on March 9, 1955, by the Public Printer restricting appointments except in extreme emergency was continued throughout the fiscal year 1957. This restriction did not apply to the Division of Public Documents, which is under a separate budget. The effectiveness of this program of reducing the force by attrition is shown by the decrease in the number of full-time employees on the rolls on July 1, 1956, from 6,462 to 6,310 on June 30, 1957, a decrease of 152.

At the beginning of the fiscal year, an examination was given to 509 employees of the Office for the purpose of making selections for assignment to the position of apprentice. Fifty employees were selected and began apprentice training on October 22, 1956. Thirty were assigned to the Composing Division, ten to the Binding Division, and ten to the Letterpress Division.

The program for preparing qualification standards for positions above the journeyman level, which began during fiscal year 1956, was completed with the issuance of Personnel Bulletins Nos. 110 and 111.

Two transfers of functions took place during the year in the Field Service Division. Seventeen employees of the Bureau of Reclamation, Department of Interior, were transferred to the Denver Field Service Office on July 15, 1956. The Government Printing Office Department of State Service Office was transferred to the Central Intelligence Agency on January 12, 1957. However, fifteen of the 114 employees elected to remain with the Government Printing Office and were assigned to their former positions in the Central Office after being replaced by the Central Intelligence Agency.

On February 28, 1957, the Office was advised of the decision of the Joint Committee on Printing to consolidate under GPO operation the printing plants of the General Services Administration and Veterans Administration with the GPO Departmental Service Office plant. However, this consolidation had not taken place at the close of the fiscal year.

The GPO Board of U. S. Civil Service Examiners experienced an unusually active year. Records show that 1,701 applications were rated during the year and 396 placements were made from registers maintained by the Board. Extensive recruitment efforts were made for proofreaders, linotype operators, and bookbinders, with the assistance of the Civil Service Commission in obtaining additional publicity; publicity through trade publications, etc. The printer (hand compositor) and cylinder pressman examinations were reopened through announcements issued January 8, 1957. New announcements were also issued for the printer (proofreader) examinations. A printing plant worker examination was announced on October 23, 1957, and approximately 2,000 applications were received.

In April of 1957, a decision was made to announce a nationwide examination for apprentices in the bookbinding, composing, presswork, and machinist

trades. The announcement was issued on June 4, 1957, with the closing date set for July 5, 1957, but because of the disappointing response, particularly from the area outside of Washington, D. C., the closing date was extended to August 2, 1957.

DIVISION OF FINANCE AND ACCOUNTS

The Division of Finance and Accounts consists of the immediate Office of the Comptroller, Appropriation Accounting and Auditing Section, Billing and Collecting Section, Composition Measuring Section, Computing Section, Cost Accounts Section, General Files Section, Machine Accounting Section, Pay Roll and Time Records Section, and Traffic Section.

This Division performs the functions involving all fiscal and legal matters, including the handling of finances; accounting; bookkeeping; cost recording; current cost analysis; measuring ems of type in composition; audit of vouchers of supplies and materials and for printing done by contract; computing charges for all printing and binding jobs, blank paper and supplies furnished; record keeping and billing in connection with jobs produced during the fiscal year; receiving remittances from Government agencies for printing, binding, blank paper and supplies furnished by the Office; and collecting all monies due the Office from claims, damages, and sales of Government property. It is responsible for all budget work; studies in connection with rates for printing and binding operations, and their readjustment; compilation of cost of each printing job as the work progresses through the plant; preparation and audit of payrolls; administration of the annual and sick leave laws and regulations; reports with reference to retirement deductions; preparation of financial and cost statements; statistical tables, and reports for use of the Office in general and management officials of the operating divisions in particular; performance of all functions necessary in connection with the administrative processing and determination of claims for and against the Government Printing Office; and the rendering of decisions and furnishing of advice with respect to the applicability of the laws.

All fiscal and legal matters, which include the handling of finances, cost estimates, appropriations, payrolls, legal work, budgets, computing cost analysis, billing, accounting, bookkeeping, auditing, rate-making, and statistics are under the supervision of the Comptroller.

The operations of this Division are reflected in the statistical tables to be found in the Appendix.

PURCHASING DIVISION

The dollar value of Purchasing Division procurement activity increased 6.8% over the previous year, from \$49,637,921.88 to \$53,018,884.57. The breakdown is as follows: Commercial printing, \$22,916,480.87; paper, envelopes and cartons, \$25,633,273.79; material and supplies, \$2,247,239.57;

and machinery and equipment, \$2,221,890.34. The items of machinery and equipment increased 50% over 1956; other increases were more proportionate to the over-all figure of 6.8%.

The number of orders drawn was 17,778 compared to 18,390 in 1956.

There was a net decrease of four employees in the Purchasing Division compared to 1956. Breakdown by sections is as follows:

| | <u>1957</u> | <u>1956</u> |
|--|-------------|-------------|
| Office of the Director--Contract section | 35 | 39 |
| Printing Procurement | 43 | 43 |
| Stores | 191 | 191 |
| Telephone and Communications | 5 | 5 |
| | <u>274</u> | <u>278</u> |

There was a slight decrease in the amount of paper purchased compared to 1956. Total tonnage amounted to 158,419,118 pounds, whereas we purchased 164,763,142 pounds the previous year. In addition, we procured 3,843,213 sheets of paper which are not included in the tonnage figures.

Paper prices declined nearly 7% in each of the last two quarters, and the over-all price decrease amounted to 14.94%.

The average paper inventory was 32,741,236 pounds.

The estimated value of all printing procured commercially during the fiscal year amounted to \$22,303,979.57. This represents the face value of all orders drawn for individual bid jobs and the value of program orders billed during the year plus the estimated value of outstanding orders on programs that were placed but unbilled during the fiscal year.

Our records indicate that 5,314 orders valued at \$12,404,199.20 were drawn for individual bid jobs and 31,719 print orders having a face value of \$9,899,780.37 were drawn on program printing contracts.

Approximately 106,249 invitations to bid were sent to 2,364 firms on our bid lists. Bids received totaled 29,746, representing a response of approximately 28% to our invitations.

MAINTENANCE DIVISION

Work Load:

| | |
|--|--------|
| Maintenance Job Orders Completed..... | 584 |
| Monthly Job Orders Completed..... | 1,440 |
| Maintenance Service Calls Completed - Shift 1..... | 27,701 |
| Shifts 2 & 3..... | 15,517 |
| Total Jobs Completed..... | 45,242 |

| | |
|---|-------|
| New Machines Installed..... | 141 |
| Machines Moved..... | 54 |
| Drawings and Sketches Prepared..... | 192 |
| Suggestions Processed for Maintenance Division..... | 27 |
| Estimated Savings of Suggestions Accepted..... | \$932 |

CUMULATIVE ANALYSIS OF ALL MAINTENANCE WORK
PERFORMED FOR FISCAL YEAR 1957

| | LABOR | MATERIAL | TOTAL |
|-------------------------------|------------------|-----------------|------------------|
| Repairs..... | 699,152.56 | 147,838.64 | 846,991.20 |
| Overhauling..... | 9,052.05 | 11,634.83 | 20,686.88 |
| Inspection..... | 153,909.40 | 3,758.21 | 157,667.61 |
| Moving..... | 58,867.46 | 11,795.58 | 70,663.04 |
| Operating..... | 477,137.79 | 3,507.49 | 480,645.28 |
| Cleaning..... | 62,729.36 | 569.81 | 63,299.17 |
| Minor New Work..... | 53,807.91 | 16,531.72 | 70,339.63 |
| Installation..... | 41,497.62 | 8,808.98 | 50,306.60 |
| New Work..... | 234,995.29 | 85,989.70 | 320,984.99 |
| Lubricating..... | 19,029.15 | 383.02 | 19,412.17 |
| Services to Other Sections... | <u>39,122.17</u> | <u>3,717.70</u> | <u>42,839.87</u> |
| Totals | \$1,849,300.76 | \$294,535.68 | \$2,143,836.44 |

DIVISION OF TESTS AND TECHNICAL CONTROL

The total number of samples tested by the Division of Tests and Technical Control during the year was 11,867. The various materials tested during the past year were as follows:

| | |
|--|------------|
| Paper and Envelopes..... | 8,542 |
| Bookbinding Textiles..... | 450 |
| Bookbinding Leathers..... | 18 |
| Metals..... | 1,299 |
| Adhesives and Adhesive-making Materials..... | 44 |
| Ink-making Materials..... | 153 |
| Inks..... | 319 |
| Oils and Greases..... | 124 |
| Chemicals..... | 110 |
| Miscellaneous..... | <u>808</u> |
| Total..... | 11,867 |

During the year, there were 462 deliveries rejected for non-compliance with specifications. Of these rejections, 432 were of paper, 8 of envelopes, and 22 of miscellaneous materials.

The production of printing inks, including mimeograph, stamp-pad and numbering-machine amounted to 270,340 pounds. Purchases of letterpress and offset inks totaled 225,205 pounds.

The value of inks, pastes, glues, solvents, etc., sold to other Government departments amounted to \$62,750.

Nearly 13 million pounds of type metal was standardized.

The Division manufactured 2,564 press rollers, using 27,963 pounds of roller composition.

Studies and research projects are continuously being conducted in the search for the best standards and methods of testing and controlling materials and supplies and processes.

The Division cooperates with the Graphic Arts Industry and its Research and Engineering Council as well as other associations in research projects, and has rendered miscellaneous testing services to several agencies of the Government.

PLANNING DIVISIONS

The number of printing and binding orders received during the fiscal year was the highest in the last five-year period and personnel employed in the divisions at a five-year low. Departmental requirements are for increasingly short schedules.

Commercially Procured Work

The nature of work procured from commercial firms continues to change from the relatively simple forms to more complex ones; from simple pamphlets and books to more elaborate and individualized ones. Work requiring color process and special processes has increased, in accordance with the trend of past years; our workloads have jumped because we are handling the recruiting work formerly produced and procured by two large printing plants operated by military departments. The simple items, such as tabulating-machine cards, cut forms, etc., continue to diminish in number and now form a very small segment of the work procured.

Comparative Volume of Department Orders

| | <u>1954</u> | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|-----------------------------|-------------|-------------|-------------|-------------|
| Orders processed..... | 83,639 | 94,018 | 92,904 | 95,279 |
| Jackets issued..... | 54,985 | 58,098 | 55,333 | 54,611 |
| Open Jackets issued..... | 2,891 | 2,850 | 2,527 | 2,590 |
| Schedules established..... | 51,723 | 55,779 | 54,056 | 54,683 |
| Informal estimates..... | 255 | 488 | 278 | 276 |
| Spoilages processed..... | 402 | 196 | 228 | 187 |
| Waivers issued..... | 1,660 | 1,701 | 1,585 | 1,544 |
| Expenditures under waivers* | \$872,783 | \$419,651 | \$1,023,033 | \$1,042,588 |

*Expenditures under waivers are only partially reported:

In 1954 reports were not returned for 514 waivers; 48 were canceled.
 In 1955 reports were not returned for 920 waivers; 46 were canceled.
 In 1956 reports were not returned for 701 waivers; 51 were canceled.
 In 1957 reports were not returned for 645 waivers; 61 were canceled.

Work Processed by Commercial Planning Section

| | <u>1954</u> | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|--|-------------|-------------|-------------|-------------|
| Jackets and print orders received..... | 15,446 | 16,770 | 16,546 | 16,695 |
| Print orders completed..... | 1,893 | 2,252 | 3,164 | 3,301 |
| Jackets completed..... | 13,732 | 14,433 | 13,507 | 12,913 |
| Specifications prepared..... | 12,232 | 12,763 | 11,620 | 11,233 |
| Estimates prepared..... | 13,953 | 14,888 | 14,912 | 16,862 |

DIVISION OF PUBLIC DOCUMENTS

Sales reached an all-time high during the fiscal year, with 49,686,936 publications being sold for an amount totaling \$6,345,000. Earnings turned in to the United States Treasury during the fiscal year ended June 30, 1957 also set a record at \$2,603,790.55.

The annual physical inventory of sales stock showed 27,286 different publications on hand, totaling 31,577,611 copies, as of June 30, 1957.

The Documents Division requisitioned from the Government Printing Office in fiscal 1957, printing in the amount of \$3,621,232, an increase of \$190,508 over fiscal 1956.

A total of 62,683,245 copies of publications was distributed for other Government agencies and Members of Congress during fiscal 1957. This total includes 10,818,759 Agriculture Department Farmers' Bulletins and Leaflets, Children's Bureau publications, Soil Survey Reports, copies of the Congressional Record, Official Gazette of the Patent Office, and Federal Register, mailed for Members of Congress.

The number of mailing lists maintained for other Government departments and agencies has now reached 643, with the total names appearing on them numbering 348,018.

COMPARISON OF ACTIVITIES
 Fiscal Years 1955, 1956, 1957

| <u>ACTIVITY</u> | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|--------------------------------|----------------|----------------|----------------|
| Number of sales orders..... | 2,433,617 | 2,345,511 | 2,458,463 |
| Amount of Sales..... | \$5,508,904.26 | \$5,719,530.01 | \$6,345,155.57 |
| Miscellaneous receipts..... | \$2,374,534.84 | \$2,518,332.65 | \$2,900,312.59 |
| No. of letters of inquiry..... | 1,614,932 | 1,719,388 | 1,242,540 |

| <u>ACTIVITY (Cont'd.)</u> | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|---|-------------|-------------|-------------|
| Publications received for departmental free distribution..... | 80,885,906 | 78,120,521 | 61,585,766 |
| Publications distributed free for Govt. agencies..... | 74,609,562 | 74,740,601 | 62,683,245 |
| Number of publications sold.... | 47,428,137 | 52,151,940 | 49,686,936 |
| Number of publications distributed to depository libraries..... | 3,756,812 | 3,702,436 | 4,719,894 |
| Total publications received..... | 153,189,531 | 152,473,303 | 127,111,290 |
| Total publications distributed | 150,800,079 | 148,664,722 | 130,815,688 |

PRODUCTION DIVISION
OFFICE OF THE NIGHT PRODUCTION MANAGER

The adjournment rush of the Eighty-fourth Congress far surpassed any in the history of the Office. On July 25, 26 and 27 the Record made 272, 272 and 288 pages, respectively, and there was no Appendix matter in either of these Records, as we were only able to take care of the proceedings. Had it not been for the installation of the new Record presses a few years ago, we would have been limited to 256 pages for these issues, which would have necessitated cutting off more of the proceedings. The 26 issues of the Record for this period were unusually large, averaging 202.5 pages per issue. Of these 26 issues, there were 8 that made 256 pages or more. Senate and House reports printed during this period totaled 683.

After a period of reorganization, the first session of the Eighty-fifth Congress became quite active. There were 11,505 bills and resolutions introduced before the end of the fiscal year, which is the highest on record for a like period of time. This compares with 10,635 for the first six months of 1955, which was the highest up to that time. Due to this period of increased activity in bill work, the number of introduced bills and total bill prints for the year is also the highest on record. Total bill prints for the fiscal year were 26,151 as compared with 13,885 for the previous fiscal year and 22,399 for the year preceding that. The Congressional Record totaled 15,480 pages and averaged 137 pages per issue for the 113 issues printed for the Eighty-fifth Congress, first session. The Record for the fiscal year totaled 20,756 pages for an average of 149.3 pages per issue for 139 issues.

In addition to congressional work, a number of departmental jobs are regularly scheduled for handling at night. The Daily Federal Register is imposed, printed, and mailed at night. The Army Special Orders, which average over 20 pages of technical and tabular composition per issue, are handled each night.

Bills

Bill forms sent to letterpress totaled 11,719 as compared to 14,009 for the previous year. The equivalent of 1,171 sixteen-page forms were printed in Offset Division during this fiscal year. This is the first year for producing bills by the offset process and should result in an over-all saving in the cost of this work. Bill pages set totaled 76,558 as compared to 63,845 for the previous year.

Calendars

During the fiscal year 68,554 pages of calendars, including Senate and House Business Calendars, were corrected and made up, and 5,153 forms were imposed, compared with 89,439 pages corrected and 8,205 forms imposed during the previous fiscal year.

Hearings

The total number of hearings received was 554, of which 235 were Senate and 319 were House, compared with 578 for the previous year, which was a high record at that time.

Senate appropriation hearings made 13,714 pages and House appropriation hearings made 27,370 pages; a total of 41,044 pages for the year.

BINDING DIVISION

The Binding Division had 1,186 employees at the end of the fiscal year, compared with 1,190 in the previous year.

One of the largest jobs handled was, as usual, the Federal Income-tax program, involving more than 485 million copies. Besides the folding and other binding operations, the work required 150,000 bands and packing in 319,000 cartons for shipment to 15,500 destinations.

Modernization of Bindery equipment resulted in the following acquisitions and disposals:

Received and Installed

1 Inserter
1 Cutter-Lipper
1 Wrapping Machine
3 Indexers
1 Multiple-head Drill
1 Drill Sharpener
4 Speed-O Banding Presses
1 Three-knife Rapid Trimmer
1 Single Book Trimmer
1 Adding Machine
1 52-inch Cutter (modernized)
6 Skid Lifts
2 Portable Skid Lifts
1 Carton Stitcher
2 Five-foot Roller Sections

Disposed of

1 50-inch Cutter
2 Indexers
1 52-inch Cutter
1 Adding Machine
1 51-inch Spacer Cutter
1 Cutter-Lipper

Machinery on Order

1 12-1/2-foot Conveyor Belt
1 65-inch Cutter
1 Counting Machine

COMPOSING DIVISION

Machine composition in the entire Division amounted to 2,564,722,200 ems. Personnel in the Division shows an over-all increase of 5 above last year, but 244 under the 1953 totals. The average age of compositor-employees puts many of them close to retirement, with the problems inherent in such a situation.

During the latter part of the year, the effect of the Modernization program began to make itself felt through the installation of 32 new slug-casting machines (Linotype and Intertype) with an additional 32 scheduled for fiscal-year 1958 installation.

One of the bigger jobs in Composing was the revision and supplementing of the Code of Federal Regulations, involving setting of 34,000 folios of copy.

Sixty-two thousand forms were sent to press from the Hand Section and 73,837 were locked for platemaking.

Deletion of extraneous matter from the Bound Congressional Record has saved the printing of more than 15,000 pages in the last three years.

The printing of Patent issues has increased from 28,775 to 44,819 since the fiscal year 1955, making total pages 186,442 against 132,045.

The Congressional Record totaled 20,756 pages for an average of 149.3 pages per issue for 139 issues.

The number of Bills and Resolutions set a new record for the year. Bill prints totaled 26,151 as compared with 13,885 for the previous fiscal year.

LETTERPRESS DIVISION

During the fiscal year, 21 presses were removed from the Division and number of employees decreased from 674 to 623, due to the conversion of a large volume of printing to offset and an increase in the size of the Offset Division. Improvements in methods, procedures, material and equipment kept production at a high level--678,214,870 impressions from 140,613 forms. The possibility of changes in postal rates toward the end of the fiscal year eventually resulted in a temporary close-down of the Postal Card Section, with the year's production dropping to 2,600,000,000 from 2-3/4 billions in the previous fiscal year.

OFFSET DIVISION

During the fiscal year, additions to offset press equipment have given the Office a present total of 40 presses with related equipment adequate for complete and balanced offset production. Installation of a third Fotosetter has greatly increased the flexibility and availability of Fotosetter operation.

Offset facilities have been increased by 43%, and personnel in this newly-organized Division by 25%, with comparable reductions in the letterpress operation. The over-all change has presented numerous problems in training, which has progressed satisfactorily, and in organization. These improvements have brought about an increase in press impressions from 178,395,762 in 1954-55 to 273,000,000 in the past fiscal year.

In the Negative Section, production of negatives has been increased by approximately 5,000,000 square inches to 27-1/4 million square inches.

The use of direct-image paper plates has passed the experimental stage and many jobs are being successfully printed by this extremely economical method.

PLATEMAKING DIVISION

The records of the Platemaking Division show a relatively stable condition, square-inch production decreasing less than 3%, even though changes in printing processes indicate an increase in other than letterpress reproduces. There was a 5% reduction in the number of employees on the rolls. High production levels and an increasingly satisfactory product are the result of adopting many new and improved methods in the several sections.

Installation of a new chromium-plating tank in the Electrottype Molding Section proved a great asset during the year for the processing of long-run plates.

Installation of a new camera, a second Dow Rapid Etch machine, a coating machine for magnesium plates, and various improvements to equipment and workrooms in the Photoengraving Section have increased the efficiency and productivity of this Section.

Better procedures in plate-storing operations have made possible the release of 560 square feet of floor space and the services of 4 employees.

DELIVERY SECTION

The count of recorded items, partial and complete deliveries, for this year amounted to 133,620. This represents an increase of 1,174 over the last report. Fleet mileage shows an increase and accident frequency has decreased. The following table gives a five-year comparison on these subjects:

| <u>Fiscal Year</u> | <u>Items</u> | <u>Mileage</u> | <u>Accident Frequency</u> |
|--------------------|--------------|----------------|---------------------------|
| 1952-53 | 132,302 | 257,264 | 2.33 |
| 1953-54 | 126,406 | 291,311 | 2.06 |
| 1954-55 | 131,118 | 284,076 | 2.11 |
| 1955-56 | 132,446 | 275,528 | 1.45 |
| 1956-57 | 133,620 | 277,125 | .72 |

There has also been an increase in the number of requests for pick-up service, 197 more than last year for a total of 2,800.

LIBRARY COMPOSING SECTION

During fiscal year 1957 the workload of this Section remained constant, with more work coming in than could be handled. As a result at the close of the year a total of 10,367 titles were available for processing compared to 8,100 titles on hand at the beginning of the year. A total of 38,291,592 cards were printed compared to 39,544,573 processed during fiscal year 1956. It might be pointed out that although there was a decrease in cards printed, a total of 13,425 press forms were handled compared to 13,418 during the prior year. A more complete breakdown of production is shown in the following comparison between fiscal years 1955, 1956 and 1957:

A total of 64,446 books were bound and lettered. This is a reduction from the number processed in fiscal years 1955 and 1956. However, a corresponding reduction in chargeable hours was noted. The following figures show a comparison of the number of books processed during the past 3 years:

| | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|--------------------------------|---------------|---------------|---------------|
| Style A, laced..... | 3,610 | 4,277 | 4,773 |
| " B, cased..... | 26,810 | 30,708 | 24,731 |
| " C, quarter-bound, sewed..... | 1,823 | 2,606 | 4,282 |
| " D, quarter-bound, stitched.. | 28,784 | 29,033 | 26,379 |
| " E, newspapers..... | 3,407 | 3,562 | 3,477 |
| " F, blank books..... | 325 | 219 | 302 |
| " G, economy, cased..... | --- | --- | 502 |
| | <u>64,759</u> | <u>70,405</u> | <u>64,446</u> |

FIELD SERVICE DIVISION

The Field Service Division, with 433 persons on the rolls, showed an increase of 12, but remained 10 fewer than in the fiscal year 1955 (excluding the State Department Service Office transferred in January 1957 to another Government agency).

The Denver Field Service Office was relocated in the Denver Federal Center, and the Bureau of Reclamation printing plant was consolidated with it.

As a result of the consolidation, the number of employees increased from 16 to 36, but the value of services performed went from \$176,000 to \$435,000. The other Field Service Offices (Chicago, New York, San Francisco, and Seattle), by reason of a directive from the Joint Committee on Printing, accepted and produced for agencies in their respective areas an increased volume of work.

The value of Field Service Office production was \$2,035,925.66 and of the Departmental Service Office (Washington) \$2,114,700.51.

APPENDIX

Personnel Actions by Types of Actions
for Fiscal Year 1957

| | <u>GPO</u> | <u>FSO</u> | <u>TOTAL</u> |
|--|------------|------------|--------------|
| I. <u>Appointments</u> | | | |
| Career-Conditional | 317 | 17 | 334 |
| Temporary (Limited) | 169 | 0 | 169 |
| Temporary (PER) | 20 | 16 | 36 |
| Transfer (from other agencies) | 25 | 21 | 46 |
| Return from military | 7 | 0 | 7 |
| Reinstatement (Career Conditional) | 9 | 0 | 9 |
| Reinstatement (Career) | 40 | 1 | 41 |
| Excepted (Intermittent W.A.E.) | <u>123</u> | <u>0</u> | <u>123</u> |
| TOTAL | 710 | 55 | 765 |
| | | | |
| II. <u>Separations</u> | | | |
| Quit | 180 | 16 | 196 |
| Discharged | 18 | 0 | 18 |
| Military | 13 | 1 | 14 |
| Transfer (to other agencies) | 198 | 12 | 210 |
| Termination | 65 | 2 | 67 |
| Separation (Disqualification) | 25 | 0 | 25 |
| Death | 27 | 1 | 28 |
| *Retirement | 232 | 6 | 238 |
| Separation (Intermittent W.A.E.) | <u>100</u> | <u>0</u> | <u>100</u> |
| TOTAL | 858 | 38 | 896 |
| | | | |
| *Retirements: | | | |
| Age | 13 | 0 | 13 |
| Disability | 61 | 2 | 63 |
| Optional | 158 | 4 | 162 |
| Men | 194 | 3 | 197 |
| Women | 38 | 3 | 41 |
| | | | |
| Death: | | | |
| Men | 26 | 1 | 27 |
| Women | 1 | 0 | 1 |
| | | | |
| *Retirements effective June 30 appear in report for following year. | | | |
| | | | |
| III. <u>Changes</u> | | | |
| Conversions to Career-Conditional | 82 | 2 | 84 |
| Conversion to Career | 30 | 10 | 40 |
| Promotions | 471 | 33 | 504 |
| Demotions | 88 | 3 | 91 |
| Administrative, Longevity and Periodic Pay Increases | 489 | 29 | 518 |
| Wage Adjustments | | | |
| (Processed on IBM - 4889) | 4972 | 517 | 5489 |
| Intra-Office Transfer | | | |
| (Processed on IBM - 104) | 838 | 4 | 842 |

| III. <u>Changes</u> - Continued | <u>GPO</u> | <u>FSO</u> | <u>TOTAL</u> |
|---|-------------|------------|--------------|
| Reassignments | 217 | 6 | 223 |
| Indefinite Actions made permanent | 4 | 0 | 4 |
| Miscellaneous (Name changes, changes in Title, Corrects, etc.) | 361 | 10 | 371 |
| Suspensions and Return to duty from Suspensions | <u>61</u> | <u>0</u> | <u>61</u> |
| TOTAL | <u>7613</u> | <u>614</u> | <u>8227</u> |

Fiscal Year 1957

Full Time

| | | | |
|------------------------------|------|-----|------|
| Appointments | 587 | 55 | 642 |
| Separations | 758 | 38 | 796 |
| Total on rolls June 30, 1956 | 6048 | 414 | 6462 |
| Total on rolls June 30, 1957 | 5881 | 429 | 6310 |

Transferred GPO to FSO - 2
Transferred FSO to GPO - 4

Part time to full time - 2

W.A.E.

| | |
|---|-----|
| W.A.E. employees on rolls June 30, 1956 | 164 |
| Appointments | 123 |
| Separations | 100 |
| W.A.E. employees on rolls June 30, 1957 | 185 |

FINANCIAL CONDITION OF GOVERNMENT PRINTING OFFICE
AS OF JUNE 30, 1957

1. Revolving Fund:

Table 1-A is a statement of the financial condition of that portion of the fund relating to the printing and binding (i.e. other than sales of publications by the Superintendent of Documents) operations.

Table 1-B is a statement of the financial condition of that portion of the fund relating to sales of publications by the Superintendent of Documents.

2. Printing and Binding, Government Printing Office.

The status of these appropriations (established for authorized printing and binding for Congress, the Federal Register, and the Code of Federal Regulations) is as follows:

| | |
|--|-----------------------|
| a. Appropriation for the Fiscal Year 1957: | |
| Obligations incurred as of June 30, 1957... | \$9,200,000.00 |
| Obligations liquidated (fiscal year 1957)... | <u>7,369,506.44</u> |
| Obligations outstanding, June 30, 1957.. | <u>\$1,830,493.56</u> |
| b. Appropriation for Fiscal Year 1956: | |
| Obligations outstanding, June 30, 1956..... | \$3,146,684.11 |
| Obligation increases (fiscal year 1957).... | <u>1,186,405.87</u> |
| | \$4,333,089.98 |
| Obligations liquidated (fiscal year 1957).. | <u>3,517,615.36</u> |
| Obligations outstanding, June 30, 1957.. | <u>\$ 815,474.62</u> |
| c. Appropriation for the Fiscal Year 1955: | |
| Obligations outstanding, June 30, 1956..... | \$ 524,604.37 |
| Obligation decreases (fiscal year 1957).... | <u>32,202.86</u> |
| | 492,401.51 |
| Obligations liquidated (fiscal year 1957).. | <u>492,401.51</u> |
| Obligations outstanding, June 30, 1957. | <u>\$ - 0 -</u> |

Financial Condition of Government Printing Office (continued)

3. Salaries and Expenditures, Superintendent of Documents.

The status of these appropriations for the Office of the Superintendent of Documents are as follows:

| | |
|--|---------------------|
| a. Appropriation for the fiscal year 1957: | |
| Obligations..... | \$3,053,595.36 |
| Expenditures..... | <u>2,676,055.52</u> |
| Obligations outstanding... | \$ 377,539.84 |
| b. Appropriation for the fiscal year 1956: | |
| Obligations outstanding, | |
| June 30, 1956..... | \$ 399,188.35 |
| Obligation adjustments | |
| (fiscal year 1957)..... | <u>537.87</u> |
| Total..... | \$ 398,650.48 |
| Expenditures (fiscal year | |
| 1957)..... | <u>389,652.04</u> |
| Obligations outstanding, | |
| June 30, 1957..... | \$ 8,998.44 |
| c. Appropriation for the fiscal year 1955: | |
| Obligations outstanding, | |
| June 30, 1956..... | \$ 10,699.60 |
| Obligation adjustments | |
| (fiscal year 1957)..... | <u>104.11</u> |
| Total..... | \$ 10,803.71 |
| Expenditures (fiscal year | |
| 1957)..... | <u>10,803.71</u> |
| Obligations Outstanding, | |
| June 30, 1957 | \$ - 0 - |

Table 1 - A

STATEMENT OF FINANCIAL CONDITION
 REVOLVING FUND - GOVERNMENT PRINTING OFFICE
 PRINTING AND BINDING OPERATIONS
 AS OF JUNE 30, 1957

ASSETS

Current Assets:

| | |
|---|------------------------|
| a/Cash in U. S. Treasury..... | \$11,445,753.22 |
| Cash on Hand or in transit..... | 70,627.53 |
| Advances to Government Agencies (G.S.A. Engineering Cost)..... | 199,596.28 |
| Accounts Receivable: | |
| Government Agencies..... | 6,623,056.32 |
| Other..... | 91,475.19 |
| Unearned Leave (net)..... | 7,081.10 |
| Unbilled..... | 3,483.54 |
| Inventories: | |
| Work in Process..... | 11,197,655.26 |
| Finished Work (net)..... | 1,130,350.72 |
| Paper and Envelopes..... | 5,642,750.32 |
| Materials and Supplies..... | 1,291,737.42 |
| Deferred and Undistributed Charges: | |
| G.S.A. Engineering Cost..... | 403.72 |
| Maintenance Work in Process - Capitalized... | 69,956.29 |
| Maintenance Work in Process - Other..... | <u>41,724.17</u> |
| Total Current Assets..... | <u>\$37,815,651.08</u> |

Fixed Assets:

Equipment:

| | |
|---|------------------------|
| Plant Machinery and Equipment..... | \$12,525,062.97 |
| Building Appurtenances..... | 3,913,416.92 |
| Office Machinery..... | 264,337.34 |
| Furniture and Fixtures..... | 799,976.22 |
| Motor Vehicles..... | <u>121,554.70</u> |
| | 17,624,348.15 |
| Less: Depreciation - Equipment..... | <u>9,392,910.19</u> |
| Net Equipment..... | 8,231,437.96 |
| Lands and Structures (non-depreciable)..... | <u>9,085,172.60</u> |
| Total Fixed Assets..... | <u>\$17,316,610.56</u> |
| Total Assets..... | <u>\$55,132,261.64</u> |

a/ \$5,368,456.68 committed for authorized items in the
 Modernization Program.

Table 1 - A

STATEMENT OF FINANCIAL CONDITION
 REVOLVING FUND - GOVERNMENT PRINTING OFFICE
 PRINTING AND BINDING OPERATIONS
 AS OF JUNE 30, 1957

LIABILITIES

| | |
|--|------------------------|
| Current Liabilities: | |
| Accounts Payable: | |
| Government Agencies..... | \$ 69,439.06 |
| Other..... | 2,295,636.93 |
| Accrued Expenses: | |
| Payrolls Payable..... | 1,331,249.41 |
| Leave..... | 2,681,798.45 |
| Deferred Credits: | |
| Advance Billings..... | 1,185,948.95 |
| Advance Collections..... | 11,119.62 |
| Deposit Fund Liabilities: | |
| Savings Bond Deductions..... | 20,293.96 |
| Federal Tax Withheld..... | 1,264,910.54 |
| State Tax Withheld..... | 244.98 |
| Suspense Items..... | 71,617.91 |
| District of Columbia Tax Withheld..... | <u>72,450.66</u> |
| Total Liabilities..... | <u>\$ 9,004,710.47</u> |
| Investment of U. S. Government | |
| Principal of Fund: | |
| Appropriations..... | \$ 1,000,000.00 |
| Non-depreciable Capital - Value of | |
| Lands and Structures..... | 9,085,172.60 |
| Paid in Capital..... | 31,218,622.33 |
| Donated Equipment..... | <u>8,255.85</u> |
| Total Principal..... | 41,312,050.78 |
| Retained Earnings: | |
| b/ Reserved..... | 4,815,500.39 |
| Unreserved..... | <u>- 0 -</u> |
| Total Retained Earnings..... | <u>\$ 4,815,500.39</u> |
| Total Investment..... | <u>\$46,127,551.17</u> |
| Total Liabilities and Investment..... | <u>\$55,132,261.64</u> |

b/ \$5,368,456.68 authorized for Modernization Program.

Table 1 - B

STATEMENT OF FINANCIAL CONDITION
 REVOLVING FUND - GOVERNMENT PRINTING OFFICE
 SALES OF PUBLICATIONS - SUPERINTENDENT OF DOCUMENTS
 AS OF JUNE 30, 1957

ASSETS

Current Assets:

| | |
|----------------------------------|-----------------------|
| Cash in U. S. Treasury..... | \$1,907,495.09 |
| Cash on Hand or in transit..... | 44,127.17 |
| Accounts Receivable: | |
| Government Agencies..... | 78,401.85 |
| Other..... | 152.05 |
| Depository Library Postage..... | 1,178.00 |
| Inventories: | |
| Publications for Sale (net)..... | 3,271,703.69 |
| Postage Meter stamps..... | <u>4,027.39</u> |
| Total Assets..... | <u>\$5,307,085.24</u> |

LIABILITIES

Current Liabilities:

| | |
|---------------------------------|-----------------------|
| Accounts Payable: | |
| Government Agencies..... | \$ 137,672.49 |
| Other..... | 55,839.94 |
| Depository Library Postage..... | 1,178.00 |
| Unbilled..... | 328,653.75 |
| Deferred Credits: | |
| Depositors' Accounts..... | 418,683.30 |
| Coupons Outstanding..... | <u>322,005.70</u> |
| Total Liabilities..... | <u>\$1,264,033.18</u> |

Investment of U. S. Government

Principal of Fund:

| | |
|----------------------|-----------------------|
| Paid in Capital..... | <u>\$3,195,505.05</u> |
|----------------------|-----------------------|

Retained Earnings:

| | |
|---------------------------------------|-----------------------|
| Retained Income - Unreserved..... | 451,024.04 |
| Retained Income - Reserved..... | <u>396,522.96</u> |
| Total Retained Earnings..... | <u>\$ 847,547.01</u> |
| Total Investment..... | <u>\$4,043,052.06</u> |
| Total Liabilities and Investment..... | <u>\$5,307,085.24</u> |

Table 3. Production of Principal Items
Fiscal Years 1955, 1956, and 1957

| | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|---|---------------|---------------|---------------|
| <u>CENTRAL OFFICE</u> | | | |
| <u>Composing Division:</u> | | | |
| Measurable ems set..... | 2,373,757,100 | 2,586,927,300 | 2,564,722,200 |
| <u>Platemaking Division:</u> | | | |
| Electrotype plates--sq.in.... | 4,647,907 | 4,088,282 | 3,475,076 |
| Electrotype molds only--sq.in. | 201,622 | 274,444 | 135,990 |
| Stereotype plates--sq.in.... | 8,241,322 | 8,529,562 | 7,926,974 |
| Stereotype mats only--sq.in. | 4,787,543 | 7,349,132 | 4,998,897 |
| Rubber plates--sq.in..... | 157,680 | 114,375 | 98,876 |
| Rubber mats only--sq.in..... | — | 3,185 | 3,855 |
| Rubber stamps--sq.in..... | 45,442 | 45,493 | 77,939 |
| Plastic plates--sq.in..... | 7,012,502 | 8,835,389 | 11,102,887 |
| Plastic mats only--sq.in.... | 177,162 | 176,728 | 229,830 |
| Magnesium plates--sq.in..... | 367,189 | 1,036,940 | 1,177,291 |
| Photoengravings--sq.in..... | 710,593 | 290,037 | 101,921 |
| Offset negatives and posi- tives--sq.in..... | 254,587 | 75,227 | 98,873 |
| <u>Letterpress Division:</u> | | | |
| Postal cards produced..... | 2,424,360,084 | 2,725,939,952 | 2,005,949,000 |
| Letterpress forms..... | 142,209 | 147,700 | 140,613 |
| Letterpress impressions..... | 814,241,369 | 777,306,374 | 678,214,870 |
| <u>Offset Division:</u> | | | |
| Offset negatives and posi- tives--sq.in..... | 21,057,783 | 22,760,289 | 27,204,998 |
| Offset plates--sq.in..... | 45,314,574 | 46,226,832 | 61,157,806 |
| Offset forms..... | 25,675 | 25,336 | 32,317 |
| Offset impressions..... | 178,395,762 | 219,375,640 | 272,979,161 |
| <u>Binding Division:</u> | | | |
| Sheets folded, machine..... | 346,615,777 | 360,324,715 | 373,741,375 |
| Signatures gathered, machine | 220,068,653 | 234,992,416 | 224,070,518 |
| Signatures inset..... | 1,688,930 | 1,504,207 | 1,254,615 |
| Tipping signatures, maps, etc. | 41,683,213 | 44,476,396 | 48,013,940 |
| Copies wire-stitched, machine | 242,724,613 | 244,457,275 | 243,053,825 |
| Copies covered..... | 61,521,435 | 49,252,047 | 46,684,318 |
| Impressions stamped - all... | 2,295,194 | 2,633,813 | 2,826,379 |
| Books, signatures, etc., stripped..... | 3,637,816 | 4,194,531 | 2,823,043 |
| Signatures sewed..... | 68,010,746 | 83,365,260 | 76,107,146 |
| Sheets drilled or punched...1, | 419,987,756 | 1,443,001,583 | 1,298,683,030 |
| Sheets perforated..... | 14,445,982 | 12,525,731 | 9,685,767 |
| Books bound..... | 2,466,112 | 2,801,146 | 3,096,206 |

| | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|------------------------------------|-------------|-------------|-------------|
| <u>LIBRARY OF CONGRESS BRANCH:</u> | | | |
| <u>Library Composing:</u> | | | |
| Catalog cards printed..... | 30,774,590 | 31,793,752 | 30,833,727 |
| <u>Library Binding:</u> | | | |
| Volumes bound | 64,759 | 70,405 | 64,448 |

| | <u>1955</u> | <u>1956</u> | <u>1957</u> |
|---|-------------|-------------|-------------|
| <u>FIELD SERVICE OPERATIONS</u> | | | |
| <u>Chicago:</u> | | | |
| Linotype slugs set..... | 3,486,657 | 2,943,724 | 2,664,009 |
| Offset negatives--sq.in.... | 2,387,672 | 2,501,087 | 2,459,188 |
| Offset plates--sq.in..... | 5,357,032 | 4,978,598 | 4,869,504 |
| Offset forms..... | 13,768 | 12,613 | 12,417 |
| Offset impressions..... | 22,376,378 | 22,861,922 | 25,562,493 |
| Letterpress forms..... | 16,913 | 16,511 | 14,261 |
| Letterpress impressions.... | 12,912,018 | 14,643,263 | 13,374,318 |
| <u>Departmental Service,</u> | | | |
| <u>Washington, D.C.:</u> | | | |
| Offset negatives--sq.in.... | 14,141,922 | 13,216,652 | 13,911,866 |
| Offset plates--sq.in..... | 16,378,068 | 14,886,647 | 16,814,499 |
| Offset forms.....(1) | 312,286 | (1) 353,724 | (1) 389,868 |
| Offset impressions..... | 116,754,377 | 121,653,858 | 125,841,943 |
| <u>Dept. of State Service,</u> | | | |
| <u>Washington, D.C.:</u> | | | |
| Production records not main- tained due to confidential nature of work. | | | |
| <u>Denver, New York, San Francisco,</u> | | | |
| <u>and Seattle:</u> | | | |
| Linotype slugs set..... | 173,517 | 173,173 | 67,061 |
| Offset negatives--sq.in.... | 1,991,256 | 2,766,804 | 6,945,882 |
| Offset plates--sq.in..... | 2,700,678 | 4,082,108 | 9,773,366 |
| Offset forms..... | 25,321 | 32,172 | 96,050 |
| Offset impressions..... | 30,403,691 | 36,459,722 | 59,746,931 |
| Letterpress forms..... | 6,369 | 4,613 | 4,566 |
| Letterpress impressions.... | 7,718,100 | 6,219,258 | 5,157,658 |

(1) Includes paper plates for military catalog card project, this function being performed only in Departmental Service Office.

STATEMENT OF CLASSES AND CHARGES FOR WORK - FISCAL YEAR 1957
GOVERNMENT PRINTING OFFICE EXCLUSIVE OF WORK PERFORMED BY THE GOVERNMENT PRINTING
OFFICE ON COMMERCIALLY PROCURED WORK.

| Class of Work | Number of Copies | Number of Pages Printed | No. of Type Pages Printed | Number of Publications Bound | Composition | | Paper Used in G.P.O. | Author's Alterations | Total Charges |
|--|----------------------|-------------------------|---------------------------|------------------------------|-----------------------------------|------------------------|----------------------|------------------------|---------------|
| | | | | | Presswork, Binding, Folding, etc. | Illustrations, Misc. | | | |
| Publications: | | | | | | | | | |
| Congressional Record..... | 5,403,089 | --- | 36,705 | 23,861 | \$ 1,852,214.15 | \$ 284,955.37 | \$ 6,113.35 | \$ 2,143,282.87 | |
| Federal Register..... | 3,493,683 | --- | 11,276 | --- | 445,233.75 | 53,222.69 | 18,554.33 | 517,010.77 | |
| Supplement to the Code of Federal Regulations..... | 106,675 | --- | 24,633 | 6,221 | 241,151.85 | 18,247.20 | 2,150.67 | 261,549.72 | |
| Official Gazette..... | 345,297 | 15,600 | --- | --- | 183,747.73 | 57,483.05 | --- | 241,230.78 | |
| Specifications of Patents, Trademarks, and Designs..... | 7,199,535 | --- | 172,398 | --- | 1,837,949.85 | 47,273.71 | 2,879.51 | 1,888,102.47 | |
| Miscellaneous Publications..... | 353,682,868 | 393,571 | 945,223 | 1,157,233 | 18,993,168.66 | 5,644,649.15 | 634,717.53 | 25,272,535.34 | |
| Postal Cards..... | 2,175,003,216 | --- | --- | --- | 240,321.41 | 1,490,274.72 | --- | 1,730,666.20 | |
| Air Mail Letter Sheets..... | 19,155,000 | --- | --- | --- | 34,923.94 | 44,706.27 | --- | 79,630.21 | |
| Catalog Cards..... | 31,071,115 | --- | --- | --- | 282,978.44 | 81,181.00 | --- | 364,159.44 | |
| Letterheads and Envelopes..... | 220,042,609 | --- | --- | --- | 446,172.55 | 458,069.07 | 218.95 | 904,460.57 | |
| Forms, Blanks, Notices, Cards, Etc..... | 4,436,149,099 | --- | --- | --- | 5,259,136.23 | 6,459,989.45 | 14,642.14 | 11,733,967.87 | |
| Multi-Forms..... | 11,990,200 | --- | --- | --- | 23,419.10 | 69,244.44 | --- | 92,663.54 | |
| Blank Books..... | 3,874,977 | --- | --- | --- | 856,330.99 | 270,704.95 | 536.80 | 1,127,622.74 | |
| Miscellaneous Binding..... | 90,277 | --- | --- | --- | 464,306.98 | 3,833.45 | 3.22 | 468,143.65 | |
| Making Binders..... | 174,535 | --- | --- | --- | 22,136.99 | 7,518.33 | --- | 29,657.32 | |
| Miscellaneous..... | --- | --- | --- | --- | 1,882,593.24 | 93,504.64 | 5,424.84 | 1,981,522.72 | |
| Blank Paper..... | --- | --- | --- | --- | 229,838.18 | 7,265,671.25 | --- | 7,495,509.43 | |
| Supplies & Services..... | --- | --- | --- | --- | 120,246.82 | --- | --- | 120,246.82 | |
| Total..... | 7,267,773,096 | 409,180 | 1,170,235 | 1,185,365 | \$33,416,242.31 | \$22,350,528.81 | \$685,241.34 | \$56,452,012.46 | |
| Government Printing Office Departmental Service Offices..... | | | | | | | | 2,114,700.51 | |
| Field Service Offices..... | | | | | | | | 2,032,925.66 | |
| GRAND TOTAL..... | | | | | | | | \$60,602,638.63 | |

STATEMENT OF CHARGES AND CHARGES FOR WORK - FISCAL YEAR 1977
 CONVENTIONALLY PROCURED WORK INCLUDING GOVERNMENT PRINTING OFFICE WORK PERFORMED THEREON.

| Class of Work | Number of Copies | Index of Reproduced Pages Printed | No. of Type Pages Printed | Number of Publications Issued | Composition Presswork, Printing, Folding, Binding, Illustrations, etc. | Paper Used in G.P.O. | Paper Used in Outside Printing | Author's Alterations | Outside Printing | Total Charge |
|---------------------------------|----------------------|-----------------------------------|---------------------------|-------------------------------|--|----------------------|--------------------------------|----------------------|------------------------|------------------------|
| | | | | | | | | | | |
| Miscellaneous Publications..... | 322,650,942 | 734,762 | 258,578 | 14,594 | 41,934,234.41 | 9245,666.41 | \$4,144,811.31 | \$27,235.09 | \$10,943,923.12 | \$17,255,940.34 |
| Tabulating Cards..... | 2,303,796,000 | --- | --- | --- | 6,811.39 | --- | --- | --- | 2,558,731.93 | 2,565,943.32 |
| Letterheads and Envelopes..... | 21,003,603 | --- | --- | --- | 2,722.73 | 282.60 | 2,935.16 | 13.76 | 70,526.95 | 76,511.20 |
| Forms, Notices, & Cards..... | 1,907,127,494 | --- | --- | --- | 245,441.00 | 7,937.14 | 696,211.29 | 68.23 | 4,675,537.04 | 5,682,755.35 |
| Multi-Forms..... | 577,925,493 | --- | --- | --- | 174,579.75 | 53,069.39 | 15,010.22 | 30.10 | 6,831,636.13 | 7,074,375.39 |
| Blank Books..... | 298,953 | --- | --- | --- | 1,408.82 | --- | --- | --- | 51,326.52 | 52,735.34 |
| Blank Binders..... | 11,600 | --- | --- | --- | 117.78 | --- | --- | --- | 21,532.70 | 21,650.48 |
| Miscellaneous..... | --- | --- | --- | --- | 2,330.72 | --- | 534.75 | --- | 22,633.25 | 25,500.72 |
| Total..... | 5,433,613,100 | 734,762 | 258,578 | 14,594 | \$2,368,234.67 | \$306,955.54 | \$4,079,532.73 | \$27,837.23 | \$25,476,030.24 | \$33,039,663.41 |

Table 8. CHARGES FOR WORK AND TO WHOM DELIVERED - FISCAL YEAR 1957

Congress:

| | |
|---|-------------------|
| Congressional Record..... | \$ 2,143,282.87 |
| Miscellaneous publications..... | 1,592,082.45 |
| Miscellaneous printing and binding.. | 1,124,014.27 |
| Publications for international exchange..... | 119,321.38 |
| Franked Envelopes..... | 277,150.45 |
| Document Franks..... | 13,205.78 |
| House and Senate calendars..... | 542,833.11 |
| Bills, resolutions, and amendments.. | 1,049,503.59 |
| Committee reports..... | 493,149.21 |
| Documents..... | 434,533.63 |
| Hearings..... | 3,047,387.01 |
| Federal Register..... | 517,010.77 |
| Supplement to the Code of Federal Regulations..... | <u>261,549.72</u> |

Total..... \$11,615,024.24

Private Orders by Members of Congress:

| | |
|---|---------------|
| Documents, Reports, Bills, etc..... | 45,966.97 |
| Speeches..... | 154,355.64 |
| Other private orders..... | 3,969.79 |
| Congressional repay..... | 44,114.19 |
| Administrative Office of the U. S. Courts..... | 72,504.22 |
| Agriculture..... | 4,176,199.63 |
| Air Force..... | 11,486,845.42 |
| Alexander Hamilton Bicentennial..... | 1,587.10 |
| American Battle Monuments Commission..... | 1,411.93 |
| Army..... | 17,145,537.21 |
| Atomic Energy Commission..... | 377,372.52 |
| Board of Governors of the Federal Reserve System..... | 41,973.56 |
| Bureau of the Budget..... | 136,697.34 |
| Central Intelligence Agency..... | 1,068,905.54 |
| Civil Service Commission..... | 605,591.85 |
| Commerce..... | 4,361,183.70 |
| Commission of Fine Arts..... | 76.64 |
| Commission of Government Security..... | 2,966.62 |
| Council of Economic Advisors..... | 9,217.39 |
| Court of Claims..... | 59,276.59 |
| Court of Customs and Patent Appeals..... | 7,105.62 |
| District of Columbia..... | 193,132.17 |
| Export-Import Bank, Washington..... | 14,366.07 |
| Farm Credit Administration..... | 16,856.43 |
| Federal Civil Defense Administration..... | 793,946.45 |
| Federal Coal Mine Safety Board..... | 99.00 |
| Federal Communications Commission..... | 67,489.28 |

Table 8, sheet 2

| | | |
|--|----|---------------|
| Federal Deposit Insurance Corporation..... | \$ | 3,378.16 |
| Federal Facilities Corporation..... | | 323.03 |
| Federal Mediation and Conciliation Service..... | | 8,525.94 |
| Federal Power Commission..... | | 86,568.82 |
| Federal Trade Commission..... | | 47,064.42 |
| Foreign Claims Settlement Commission..... | | 3,847.11 |
| Franklin Delano Roosevelt Memorial Commission..... | | 195.52 |
| General Accounting Office..... | | 143,121.53 |
| General Services Administration..... | | 3,320,157.70 |
| Government Printing Office Sale of Government Publications..... | | 3,206,037.83 |
| Health, Education and Welfare..... | | 2,124,582.06 |
| Housing and Home Finance..... | | 529,640.42 |
| Indian Claims Commission..... | | 128.77 |
| Interior..... | | 1,835,667.08 |
| International Cooperation Administration..... | | 243,341.66 |
| Interstate Commerce Commission..... | | 234,196.60 |
| John Marshall Bicentennial Celebration Commission..... | | 3,870.72 |
| Joint Publications Research Service..... | | 10.27 |
| Justice..... | | 1,240,602.16 |
| Labor..... | | 646,572.11 |
| Library of Congress..... | | 1,049,061.29 |
| National Advisory Committee for Aeronautics..... | | 117,557.46 |
| National Capital Housing Authority..... | | 2,491.30 |
| National Capital Planning Commission..... | | 173.63 |
| National Forest Reservation Commission..... | | 883.17 |
| National Gallery of Art..... | | 5,114.89 |
| National Labor Relations Board..... | | 146,943.59 |
| National Mediation Board..... | | 3,816.23 |
| National Science Foundation..... | | 52,797.86 |
| National Security Training Commission..... | | 2,650.29 |
| Navy..... | | 10,564,471.44 |
| Office of Defense Mobilization..... | | 8,726.80 |
| Office of Secretary of Defense..... | | 58,979.21 |
| Panama Canal..... | | 93,362.98 |
| Pan American Union..... | | 7,213.79 |
| Post Office..... | | 5,010,548.05 |
| Railroad Retirement..... | | 72,181.67 |
| Reconstruction Finance Corporation..... | | 577.12 |
| Renegotiation Board..... | | 6,525.39 |
| St. Lawrence Seaway Development Corporation..... | | 733.38 |
| Securities and Exchange Commission..... | | 81,852.05 |
| Selective Service System..... | | 193,308.42 |
| Small Business Administration..... | | 88,043.55 |
| Smithsonian Institution..... | | 108,794.78 |
| State..... | | 1,099,481.72 |
| Subversive Activities Control Board..... | | 3,240.92 |

Table 8, sheet 3

| | |
|---|-----------------|
| Superintendent of Documents..... | \$ 1,010,467.67 |
| Supreme Court of the U. S..... | 79,400.03 |
| Tariff Commission..... | 16,611.73 |
| Tax Court of the U. S..... | 8,781.21 |
| Tennessee Valley Authority..... | 8,303.03 |
| Theodore Roosevelt Centennial Corporation..... | 962.84 |
| Treasury..... | 5,682,089.37 |
| U. S. Information Agency..... | 414,930.12 |
| Veterans' Administration..... | 1,411,162.95 |
| White House..... | 47,422.04 |
| Woodrow Wilson Centennial Celebration Commission..... | <u>40.05</u> |
| Total..... | \$93,641,307.04 |

Table 9. PUBLICATIONS FURNISHED CONGRESS, EXECUTIVE DEPARTMENTS,
AND INDEPENDENT GOVERNMENT ESTABLISHMENTS - FISCAL
YEAR 1957

| | |
|--|-------------|
| Congress (not including Congressional Record)..... | 30,282,477 |
| Congressional Record..... | 5,403,089 |
| Federal Register..... | 3,493,623 |
| Supplement to the Code of Federal Regulations..... | 106,675 |
| Speeches, Congressional and Private Orders..... | 27,135,681 |
| Administrative Office of the U. S. Courts..... | 301,082 |
| Agriculture..... | 48,618,671 |
| Air Force..... | 46,912,769 |
| Alexander Hamilton Bicentennial..... | 25,200 |
| American Battle Monuments Commission..... | 10,017 |
| Army..... | 166,325,106 |
| Atomic Energy Commission..... | 597,760 |
| Board of Governors of the Federal Reserve System..... | 38,714 |
| Bureau of the Budget..... | 444,671 |
| Central Intelligence Agency..... | 21,965 |
| Civil Service Commission..... | 5,848,248 |
| Commerce..... | 12,306,460 |
| Commission of Fine Arts..... | 983 |
| Commission on Government Security..... | 32 |
| Council of Economic Advisers..... | 7,791 |
| Court of Claims..... | 143,853 |
| Court of Customs and Patent Appeals..... | 1,311 |
| District of Columbia..... | 99,185 |
| Export-Import Bank of Washington..... | 14,334 |
| Farm Credit Administration..... | 156,521 |
| Federal Civil Defense Administration..... | 33,558,742 |
| Federal Coal Mine Safety Board of Review..... | 26 |
| Federal Communications Commission..... | 68,878 |
| Federal Deposit Insurance Corporation..... | 7,048 |
| Federal Facilities Corporation..... | 500 |
| Federal Mediation and Conciliation Service..... | 12,569 |
| Federal Power Commission..... | 81,813 |
| Federal Trade Commission..... | 51,068 |
| Foreign Claims Settlement Commission of the U. S..... | 21,128 |
| General Accounting Office..... | 394,218 |
| General Services Administration..... | 9,447,083 |
| Government Printing Office Sale of Government Publications..... | 24,869,196 |
| Health, Education and Welfare..... | 23,649,919 |
| Housing and Home Finance Agency..... | 1,653,377 |
| Indian Claims Commission..... | 414 |
| Interior..... | 9,213,188 |

Table 9, sheet 2

| | |
|--|-------------|
| International Cooperation Administration..... | 216,288 |
| Interstate Commerce Commission..... | 488,848 |
| John Marshall Bicentennial Celebration Commission..... | 2,040 |
| Justice..... | 2,358,211 |
| Labor..... | 3,384,750 |
| Library of Congress..... | 319,673 |
| National Advisory Committee for Aeronautics..... | 67,545 |
| National Capital Housing Authority..... | 2,823 |
| National Capital Planning Commission..... | 143 |
| National Forest Reservation Commission..... | 1,500 |
| National Gallery of Art..... | 161,248 |
| National Labor Relations Board..... | 68,257 |
| National Mediation Board..... | 3,146 |
| National Science Foundation..... | 279,506 |
| National Security Training Commission..... | 5,006 |
| Navy..... | 58,064,129 |
| Office of Defense Mobilization..... | 41,421 |
| Office of Secretary of Defense..... | 58,610 |
| Panama Canal Company..... | 37,182 |
| Pan American Union..... | 1,042 |
| Post Office..... | 30,963,028 |
| Railroad Retirement Board..... | 12,795 |
| Reconstruction Finance Corporation..... | 16,978 |
| Renegotiation Board..... | 21,041 |
| St. Lawrence Seaway Development Corporation..... | 2,363 |
| Securities and Exchange Commission..... | 63,478 |
| Selective Service System..... | 1,513,800 |
| Small Business Administration..... | 526,035 |
| Smithsonian Institution..... | 115,828 |
| State..... | 2,786,890 |
| Subversive Activities Control Board..... | 5,792 |
| Superintendent of Documents..... | 64,553,964 |
| Supreme Court of the U.S..... | 199,852 |
| Tariff Commission..... | 5,088 |
| Tax Court of the U. S..... | 78,237 |
| Tennessee Valley Authority..... | 105,219 |
| Treasury..... | 32,742,231 |
| U. S. Information Agency..... | 1,155,750 |
| Veterans Administration..... | 40,953,265 |
| White House..... | 173,643 |
| Total..... | 692,882,030 |

Table 10. COMPARATIVE STATEMENT OF CHARGES FOR WORK DURING
FISCAL YEARS 1948 to 1957, INCLUSIVE.

| <u>Fiscal Year</u> | <u>Total Charges</u> |
|---|----------------------|
| 1948..... | \$ 55,088,399.13 |
| 1949..... | 53,771,185.09 |
| 1950..... | 59,000,422.96 |
| 1951..... | 97,008,084.23 |
| 1952..... | <u>90,783,468.96</u> |
| Total, 1948 to 1952, inclusive..... | \$355,651,560.37 |
| 1953..... | 74,389,017.51 |
| 1954..... | 71,280,536.48 |
| 1955..... | 77,261,053.75 |
| 1956..... | 82,453,884.66 |
| 1957..... | <u>93,641,307.04</u> |
| Total, 1953 to 1957, inclusive..... | \$399,025,799.44 |
| Grand Total, 1948 to 1957, inclusive..... | \$754,677,359.81 |
| Percentage of increase (✓) or decrease (-) 5-year period 1953-57 over 1948-1952..... | ✓ 12% |

Table 11. ACCOUNTS RECEIVABLE, GOVERNMENT AGENCIES
JUNE 30, 1957

| | |
|---|--------------|
| Administrative Office of the U. S. Courts..... | \$ 2,260.81 |
| Agriculture..... | 359,136.74 |
| Air Force..... | 487,898.96 |
| American Battle Monuments Commission..... | 8.60 |
| Army..... | 1,835,447.63 |
| Atomic Energy Commission..... | 45,957.18 |
| Board of Governors of the Federal Reserve System..... | 702.95 |
| Bureau of the Budget..... | 718.95 |
| Central Intelligence Agency..... | 111,807.20 |
| Civil Service Commission..... | 17,220.38 |
| Commerce..... | 297,950.31 |
| Commission of Fine Arts..... | 24.51 |
| Commission on Government Security..... | 2,753.53 |
| Council of Economic Advisers..... | 9.91 |
| Court of Claims..... | 1,567.04 |
| Defense..... | 1,914.10 |
| District of Columbia..... | 19,098.00 |
| Export-Import Bank of Washington..... | 649.84 |
| Farm Credit Administration..... | 703.06 |
| Federal Civil Defense Administration..... | 44,490.97 |
| Federal Communications Commission..... | 10,053.61 |
| Federal Deposit Insurance Corporation..... | 405.58 |
| Federal Mediation and Conciliation Service..... | 36.87 |
| Federal Power Commission..... | 3,222.48 |
| Federal Trade Commission..... | 4,631.58 |
| Foreign Claims Settlement Commission..... | 593.22 |
| General Accounting Office..... | 9,380.03 |
| General Services Administration..... | 302,228.13 |
| Government Printing Office Congressional Printing and Binding..... | 337,333.15 |
| Government Printing Office Sale of Government Publications..... | 44,994.49 |
| Health, Education and Welfare..... | 283,242.19 |
| Housing and Home Finance Agency..... | 49,462.11 |
| Interior..... | 215,680.22 |
| International Cooperation Administration..... | 18,243.02 |
| Interstate Commerce Commission..... | 30,938.75 |
| Joint Publications Research Service..... | 10.27 |
| Justice..... | 92,262.04 |
| Labor..... | 43,682.73 |
| Library of Congress..... | 61,545.69 |
| National Advisory Committee for Aeronautics..... | 28,059.18 |
| National Capital Housing Authority..... | 132.06 |
| National Gallery of Art..... | 142.41 |
| National Labor Relations Board..... | 25,478.76 |
| National Mediation Board..... | 1,090.80 |
| National Science Foundation..... | 3,196.21 |
| National Security Training Commission..... | 1,500.00 |
| Navy..... | 969,445.66 |
| Office of Defense Mobilization..... | 1,183.83 |

Table 11, sheet 2

| | |
|---|-----------------|
| Panama Canal Company..... | \$ 12,874.11 |
| Pan American Union..... | 180.20 |
| Post Office..... | 214,831.78 |
| Railroad Retirement Board..... | 614.82 |
| Renegotiation Board..... | 283.85 |
| Repay - House and Senate..... | 2,064.74 |
| Securities and Exchange Commission..... | 615.15 |
| Selective Service System..... | 27,445.69 |
| Small Business Administration..... | 8,403.49 |
| Smithsonian Institution..... | 15,391.67 |
| State..... | 164,444.35 |
| Subversive Activities Control Board..... | 13.00 |
| Superintendent of Documents..... | 18,125.15 |
| Supreme Court of the U. S..... | 5,506.02 |
| Tariff Commission..... | 1,948.13 |
| Tax Court of the U. S..... | 471.44 |
| Tennessee Valley Authority..... | 91.88 |
| Theodore Roosevelt Centennial Commission..... | 148.68 |
| Treasury..... | 263,399.47 |
| U. S. Information Agency..... | 15,141.62 |
| Veterans Administration..... | 99,409.36 |
| White House..... | <u>3,125.98</u> |
| Total..... | \$6,623,056.32 |

Financial Management Service
General Accounting Branch
Work in Process Section

