

Annual Report  
of  
The Public Printer

Fiscal Year 1965

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## PREFACE

The purpose of the Annual Report of the Public Printer is to report to Congress the accomplishments of the Government Printing Office for fiscal year 1965. Trends, especially those which affect production, are highlighted in the text following the tabular comparisons. Innovations in techniques and equipment are discussed briefly. Included is a brief report on the progress of relocation plans. The Statistical Appendix contains fiscal and production data pertinent to the Office proper which fulfills the requirements of law and relates as well to the activities and sales of the Superintendent of Documents.

The mission of the Government Printing Office is to provide the printing and binding services required by Congress and the Government Departments in accordance with law and the Government Printing and Binding Regulations. In order to accomplish this mission, the Public Printer is required to have sufficient equipment and an adequate complement of trained graphic arts craft employees to meet the peak load requirements for the Congress, and the urgent needs of the Departments. This printing and binding service covers all Congressional work, the bulk of which is produced on very close schedules in order to meet "must" delivery dates.

Besides providing the printing and binding for Congress, which has increased about 20 percent during the past 10 years, it is necessary that a large part of the printing and binding for nearly 100 Federal Departments, bureaus, and agencies be accomplished in the Government Printing Office. This includes classified printing, rush work, national emergency work, and jobs demanding a combination of operations not obtainable from commercial sources within the time allowed by the departments.

The production capability of the Government Printing Office is based on the long experience of the Public Printer and his production officials as to the needs of Congress and the departments. Manpower and machinery are maintained at a level which will assure that all requirements of the Congress and the urgent requirements of the Departments are met; with appropriate recognition of the increasing trend toward ever shorter delivery schedules.

A necessary amount of printing and binding work from Departments which does not require a special or urgent schedule must also be retained in the Government Printing Office as filler work to keep essential personnel and equipment gainfully occupied.

In 1965, the Government Printing Office's volume of business was \$137.5 million. This represented income from 245,732 orders for printing and binding. Over 920 million publications of all kinds were produced, including 8 million copies of the Congressional Record and 4.3 million copies of the Federal Register. Congress with 18 million publications, next to Army with 21 million, was our largest customer. Sales volume of the Superintendent of Documents amounted to \$14.4 million of which \$7.4 million is to be returned to the U. S. Treasury. The amount returned to the U. S. Treasury will exceed the appropriation for all Superintendent of Documents operations by about \$1.8 million. An average of 18 carloads of paper was consumed by the Office each day in addition to 193 million envelopes and 3 million cartons.

The Government Printing Office looks forward to continuing and improving printing and binding service to Congress and the Federal establishment--alert to the changing panorama of graphic arts techniques and to the opportunities our scientific, business, and industrial communities are offering toward providing better, faster, and more economical printing.

## DIVISION OF PERSONNEL

Full-time employment held steady for the year, decreasing only five employees for a total of 6,993. WAE employment increased from 387 to 445 at the year's end. Total employees on the rolls, therefore, showed a net gain of 53.

During the year, 704 positions were classified--a gain of 175 over the previous year.

Approximately 3,400 employees received influenza inoculation in the Medical Section. The glaucoma program served 1,881 employees, while tetanus toxoid immunization is now administered to all new employees on a year-round basis.

The Employee-Management Relations Program is progressing satisfactorily and, although no agreement has been signed as yet with an organization, it is expected that such agreements will be concluded and signed with the Columbia Typographical Union No. 101 and the Printing Pressmen's Union No. 1 in the near future. Exclusive and formal recognition, previously granted to a number of employee organizations, has been renewed whenever requested, and exclusive recognition was granted to the American Federation of Government Employees, Lodge 1248, in the Denver Field Service Office. Formal recognition was also granted to the American Federation of Government Employees, Lodge 2487, in the Departmental Service Office.

Employee morale is considered to be excellent. Evidence of this may be seen in the achievement of one hundred percent of our quota under the Combined Federal Campaign and in the interest shown in our Christmas Open House program.

During the year, an Apprentice Review Board was established to consider all matters pertaining to the Apprentice Program. Approximately 71 training courses were conducted during the year by the Training Section. Perhaps the most significant of these was the Supervisory Development course, which is directed toward the preparation of employees for advancement to supervisory positions.

## DIVISION OF FINANCE AND ACCOUNTS

The Division of Finance and Accounts is responsible for the overall financial management and supporting or related services. This includes accounting, budgeting, auditing, data processing, pricing and ratemaking, payroll and leave administration, traffic management, billings, collections, composition measuring, computing, estimating Congressional printing and binding appropriation requirements, and legal services.

Some Division production activities of special interest are shown below:

|                                                              | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------------------------------------------|-------------|-------------|-------------|
| Vouchers audited (approximately).....                        | 108,000     | 110,000     | 93,500      |
| Value of checks issued (in millions<br>of dollars).....      | \$96.0      | \$97.7      | \$96.4      |
| Printing & binding billings computed...                      | 168,431     | 174,275     | 160,176     |
| Paper & material requisitions<br>processed.....              | 238,198     | 254,625     | 256,147     |
| Computer programs completed.....                             | 65          | 67          | 97          |
| Value of payrolls processed (in<br>millions of dollars)..... | \$55.6      | \$53.2      | \$49.2      |
| Government bills of lading prepared...                       | 25,289      | 25,379      | 21,374      |
| Total Division personnel.....                                | 352         | 356         | 345         |

In July 1964, two IBM 1460 series computers were acquired on a rental basis to replace two slower IBM 1401 series computers. This change to faster equipment made additional computer time available for linofilm photocomposition, and was an important factor in eliminating the third-shift operations in the Electronic Data Processing Section.

A procedural improvement in preparing employee leave record cards eliminated overtime formerly required to complete this operation.

The Division has been actively cooperating with the Production Manager in the area of electronic printing. We have trained four employees of the Production Division in this area. This training was performed by the Digital Computer Systems Analysts, and several projects have been completed and are in production status. The analyst staff is working closely with the Mergenthaler Corporation towards the development of the software packages for the Linotron equipment which is scheduled for delivery in March of 1966.

The master typography digital computer program was modified to compose the 7th Edition of the Library of Congress Subject Headings, using a Linofilm photocomposer. A hot-metal hyphenation routine was developed, tested, and added to the master typography program.

The use of the 1460 computer in connection with Linofilm photocomposition has necessitated planning, training, and additional work for the tape librarian and the digital computer equipment operators. This has been absorbed with no additional personnel.

#### PURCHASING DIVISION

The Purchasing Division is responsible for all of the contracting activities of the Government Printing Office. These include the procurement

of all operating supplies and equipment, the procurement of printing and binding from commercial sources, the disposal of surplus property, and the procurement of warehousing space and transportation facilities.

The Division is also responsible for the operation of the telephone and communication services for the Office and its storage and warehousing facilities.

|                                  | <u>1965</u>  | <u>1964</u>  | <u>1963</u>  |
|----------------------------------|--------------|--------------|--------------|
| Materials & supplies.....        | \$3,112,862  | \$3,204,364  | \$3,559,032  |
| Blank paper & envelopes.....     | 26,989,382   | 25,682,842   | 28,310,525   |
| Commercial printing, including   |              |              |              |
| Field Service.....               | 54,084,765*  | 48,807,577*  | 44,197,891*  |
| Services, transportation, commu- |              |              |              |
| nications, travel.....           | 2,265,839    | 2,068,909    | 2,180,827    |
| Machinery & equipment.....       | 1,235,214    | 3,485,374    | 1,473,585    |
| Total                            | \$87,688,062 | \$83,249,066 | \$79,721,860 |

\* The value of commercial printing was computed by taking the sum of all payments made on items ordered and delivered in this fiscal year and adding thereto the sum of the items on undelivered orders, plus the sum of items delivered but still unpaid during the period, and deducting the sum of items remaining undelivered in the previous fiscal year and paid in the present year.

A total of 60,184 printing jobs were processed, consisting of 9,566 jobs on individual bids and 50,618 jobs on term contracts--21,382 cost estimates were prepared for the agencies.

Paper procurement: Paper purchased by the pound during fiscal year 1965 totaled 200,246,301 pounds. This represented an increase of 4,529,682 pounds above the poundage purchased in the previous fiscal year.

|                                | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------------|-------------|-------------|-------------|
| Paper purchased by pounds..... | 200,246,301 | 195,716,619 | 200,191,189 |
| Paper purchased by sheets..... | 17,266,838  | 16,087,996  | 14,214,823  |
| Envelopes.....                 | 173,590,377 | 191,019,508 | 155,699,919 |
| Containers.....                | 3,303,787   | 3,210,832   | 3,000,982   |

Stores handled 103,799 tons of paper, consisting of 2,852 freight car loads and 1,499 truckloads.

Sales, through salvage operations, comprised 20,286,366 pounds of wastepaper; 627,920 pounds of scrap iron; 647,170 pounds of scrap typemetal and dross; and 25,960 pounds of scrap film.

Paper prices showed a slight decline during the first quarter of fiscal 1965, and an increase during the last three quarters. There was a cumulative price increase of 11.7871 percent for the entire fiscal year.

The high point in our paper inventory reached approximately 64,631,691 pounds, and the low point 44,082,286 pounds. These figures include 10,904,217 pounds in storage for emergency purposes.

Central Receiving processed 10,571 receiving tickets and 12,092 delivery receipts.

During fiscal year 1965, it was necessary to increase the operating personnel of the Open Market and Contract Section by three employees to service adequately the increased workload. The Stores Section reduced its authorized personnel ceiling from 192 to 182 employees.

Outgoing telephone calls amounted to 295,651 message units. We subscribed to Phase II of the Federal Telecommunications System (FTS) which permits Government agencies direct long-distance dialing.

#### MAINTENANCE DIVISION

The primary function of the Maintenance Division is to maintain all buildings, machinery, and equipment of the Government Printing Office in an optimum condition in order that public printing can be produced most efficiently.

The number of service calls and job orders continued a downward trend caused by the increase in yearly job orders which are issued for preventive maintenance and repetitive-type jobs. The purpose of this preventive maintenance is to be able to schedule maintenance to fit in with production requirements and to repair the equipment before it breaks down.

|                                | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------------|-------------|-------------|-------------|
| Maintenance service calls..... | 31,727      | 35,134      | 39,494      |
| Maintenance job orders.....    | 502         | 607         | 627         |
| Yearly job orders.....         | 141         | 138         | 85          |

Specifications for new machinery amounted to 47 items as compared with 56 in 1964, and 78 in 1963. The continued reduction in preparation of specifications results from an increase in equipment available on the GSA schedule.

Our consumption of all utilities increased during the past fiscal year, caused principally by the increased production and greater number of manhours worked in the previous year.

|                             | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------------|-------------|-------------|-------------|
| Electric power (kw-hr)..... | 38,179,000  | 37,565,000  | 35,737,000  |
| Gas (cu. ft.).....          | 13,558,700  | 12,632,000  | 10,504,900  |
| Water (gals.).....          | 199,703,000 | 193,956,000 | 198,153,000 |
| Steam (estimated lbs.)..... | 43,200,000  | 42,110,000  | 45,230,000  |

The reduced accident rate achieved during calendar year 1964, which made the Government Printing Office eligible for a nomination for the President's Safety Award, was maintained during the last half of fiscal year 1965. This is the first year since 1953 that a significant improvement in our safety record has been achieved as indicated by the following table:

|                                                  | <u>1965</u>     | <u>1964</u>      | <u>1963</u>     |
|--------------------------------------------------|-----------------|------------------|-----------------|
| Chargeable injuries.....                         | 77              | 124              | 124             |
| Total direct costs:                              |                 |                  |                 |
| A - Medical.....                                 | \$53,900        | \$82,060         | \$72,510        |
| B - Bldg.'s machinery &<br>equipment damage..... | 33,000          | 31,500           | 24,275          |
| Total.....                                       | <u>\$86,900</u> | <u>\$113,560</u> | <u>\$96,785</u> |
| Direct cost per employee.....                    | \$12.00         | \$15.50          | \$13.30         |

There were no significant personnel changes during the past year. We have begun a gradual reduction, through attrition, in some of the maintenance sections of the building branch. New work in these sections will slack off with the expectation of moving in five years.

The only sizable purchase during the past year was a new roof over buildings 1 and 2. This consisted of a built-up asphalt roofing topped with gravel. The old roof was 60 years old and a source of increasing maintenance, as well as troublesome leaks.

The supervisory structure of the Maintenance Division was reorganized during the past year by adding two more levels of supervision. The nine Maintenance sections were divided into two branches: the Building Branch under the Building General Foreman, and the Mechanical Branch under the Mechanical General Foreman.

The Maintenance Division is frequently required to make building changes and relocate sections. Last year was one of the busiest in this respect. Following is a list of the more important projects completed during the past fiscal year:

1. Move our Library Branch from the Library of Congress to the Naval Weapons Plant.
2. Relocate the Electrotpe Finishing Section to the 6th floor of building 3.
3. Relocate Plate Vault Section to the east end of building 3.
4. Rearrange and enlarge the Patents Section.

5. Install tandem automatic pasters for Web Offset Press GPO 1666. This required reinforcing the floor slab, the installation of 50 feet of floor track and turntable, with a hydraulic lift on the end of the track to lift the rolls to truck height.
6. Redesign and replace metal pots and burners in the Metal Section.
7. Install 3 demineralizers in the Offset Division.

#### DIVISION OF TESTS AND TECHNICAL CONTROL

The Division of Tests and Technical Control tests all materials entering into printing and binding processes, and is engaged in such standardization work and technical research as might be desirable to improve the quality of the products and materials used by the Office. It writes specifications for the procurement of materials which are best suited to the requirements of the processes, and aids in the solution of technical problems incident to plant operations.

Various materials tested during the past three fiscal years are as follows:

|                                              | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|----------------------------------------------|-------------|-------------|-------------|
| Paper and envelopes.....                     | 11,308      | 10,652      | 9,834       |
| Metals.....                                  | 1,010       | 1,256       | 1,000       |
| Printing inks.....                           | 710         | 282         | 254         |
| Ink-making materials.....                    | 301         | 270         | 259         |
| Bookbinding cloths.....                      | 632         | 666         | 568         |
| Bookbinding leathers.....                    | 35          | 9           | 24          |
| Adhesives and adhesive-making materials..... | 40          | 56          | 35          |
| Oils & greases.....                          | 154         | 148         | 143         |
| Chemicals.....                               | 106         | 129         | 129         |
| Offset supplies.....                         | 59          | --          | --          |
| Miscellaneous.....                           | 648         | 373         | 540         |

There were 162 rejections for noncompliance with specifications. Of these, 107 were of paper, 24 of ink and inkmaking materials, 17 of bookbinding cloths, 2 of envelopes, and 12 of miscellaneous materials.

The furnace-renovation program, initiated in 1963 in the metal room, has been completed with last year's replacement of two worn type metal furnaces with new furnaces equipped with modern heating and safety control devices. These new furnaces show a lower operating cost and have eliminated a major hazard from the operation.

In cooperation with the Technical Subcommittee of the Paper Specifications Committee of the Joint Committee on Printing, our laboratory has completed the following projects:

1. A comprehensive review of the brightness test for paper, since new instrumentation is now available for measuring the whiteness and color.
2. An investigation of the "air-dried" requirement for cotton-content map, chart, bond, ledger, and index papers in the Government Paper Specification Standards.
3. A study was also made concerning the effect of fluorescence in paper on methods of testing for brightness and color, and upon the end use of the paper.
4. The Federal Specification for Tracing Paper, UU-P-561, was revised by our laboratory and subsequently reviewed by the Technical Service Group of the Tracing Paper Producers.
5. A special quick-setting adhesive was developed to meet the special requirements of handling the Congressional Record on the recently-acquired Magnacraft Mailing Machines, since none of the adhesives recommended by the machine manufacturer proved to be satisfactory.
6. An improved casing-in adhesive was also developed to eliminate the difficulties that have been encountered with deeply embossed pyroxylin cloth and offset printed cover stocks.
7. Three high-density black inks were developed for the Offset Division: a general purpose type formula, a quickset halftone, and a non-scratch web-press halftone. Long-term testing of the inks used on the sheet-fed presses showed them to be more economical than the lower cost proprietary inks that were being used.
8. Three special cover-stock inks were developed to accommodate special artwork by the Division of Typography and Design, viz: a red for yellow cover stock, blue for cream laid antique, and red for blue cover stock.
9. Two laminating inks (55 Blue and Monterey Brown) were developed for the specialized requirements of the Department of Health, Education, and Welfare.
10. A special fabroid blue ink was developed to salvage some of the fabroid stock which could not be successfully printed with the proprietary cover stock inks.

11. Work has progressed on the development of special inks to match the 108 hue swatches that were supplied by the Division of Typography and Design as a nucleus for a new color book. Two-thirds of these colors have been developed.
12. A non-eradicable stamp-pad ink was developed for the Library of Congress for marking and protecting their rare manuscripts and valuable documents. This ink is currently being evaluated by the Library in their long-term program of stamping all the documents of this nature.
13. The Post Office Department has been in contact with us in recent weeks in regard to further production of luminescent-tagged postal indicia. The next step in the program that is anticipated is the evaluation of their phosphor-tagged envelope inks in printing franked and penalty mail.

During the year, the Division manufactured 187,833 pounds of printing inks, including stamp-pad, toning blue, numbering machine and mimeograph inks; standardized 14,781,108 pounds of type metal; manufactured 1,174 press rollers, requiring 15,053 pounds of composition; produced 153,195 pounds of molded glue and 153,127 pounds of other adhesives; 925 gallons of silver nitrate solution, and 925 gallons of reducer solution for silver-spraying operations.

#### DOCUMENTS DIVISION

The amazing growth in the public demand for the purchase of Government publications, and the demand from other Government agencies for the public mailing of officially furnished copies, resulted in increases for fiscal 1965 of 15 percent in gross sales, 6 percent in number of publications sold, 10 percent in net earnings, and 11 percent in the overall number of publications distributed by the Documents Division. The expansion of the depository library program under the law enacted in 1962 resulted in an increase of 38 percent in the number of publications distributed to depositories.

#### Comparison of Activities

|                                                                  | <u>1965</u>  | <u>1964</u>  | <u>1963</u>  |
|------------------------------------------------------------------|--------------|--------------|--------------|
| Amount of appropriation.....                                     | \$5,562,000  | \$5,242,000  | \$4,759,530  |
| Number of sales orders.....                                      | 4,029,186    | 3,835,616    | 3,389,366    |
| Amount of sales.....                                             | \$14,389,428 | \$12,557,855 | \$11,297,784 |
| Miscellaneous receipts.....                                      | \$7,404,294  | \$6,703,283  | \$5,731,791  |
| Number of letters of inquiry.....                                | 1,642,067    | 1,575,367    | 1,573,304    |
| Publications received for Departmental free distribution.....    | 98,692,898   | 88,825,023   | 94,013,774   |
| Publications distributed free for other Government agencies..... | 96,795,004   | 85,969,215   | 90,980,823   |

Comparison of Activities  
(continued)

|                                                                    | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------------------------------------------------|-------------|-------------|-------------|
| Number of publications sold.....                                   | 64,800,593  | 60,904,401  | 53,076,581  |
| Number of publications distributed<br>to depository libraries..... | 7,581,466   | 5,491,861   | 5,817,058   |
| Total publications received.....                                   | 209,981,567 | 203,082,457 | 189,757,300 |
| Total publications distributed...                                  | 206,870,205 | 186,599,784 | 181,288,710 |
| Customers served by GPO<br>bookstores.....                         | 153,466     | 121,936     | 109,457     |
| Amount of bookstores sales.....                                    | \$689,818   | \$518,119   | \$483,915   |

The Documents Division had 497 full-time employees (including temporary summer help) on June 30, 1965, with 404 W.A.E. employees available for part-time duty.

All periodicals and other subscription type publications were placed together in a single unit of the Receiving and Storing Section. This has been the first step in a revised procedure to achieve greater efficiency in processing these complex orders.

One of the most eagerly anticipated Government publications in the history of the Documents Division was the Warren Report on the Assassination of President John F. Kennedy, issued in September 1964. The total sale to date of more than 142,000 copies is particularly notable in view of the availability of competitive commercial editions which were widely publicized in the press.

The Hearings before the Warren Commission, a 26-volume set of bound books, were placed on sale in November 1964, and more than 1,500 sets have been sold to date.

Several publications of the Department of the Interior enjoyed great popularity among purchasers of Government publications during fiscal year 1965. Some of the most popular and attractive issues were "Quest for Quality," "Wildlife on the Public Lands," "Ducks at a Distance," "Waterfowl Tomorrow," and "Lake Powell, Jewel of the Colorado." The National Park Service Historical Handbook Series and the Maps of the National Park System also continued in heavy demand.

In cooperation with the Internal Revenue Service, we continued the program designed to enlarge the number of users of the pamphlet, "Your Federal Income Tax." The sale of 1,205,182 copies represented an all-time high for a single year. "Tax Guide for Small Business," with a sale of 311,689, also sold more than for any previous year.

The perennial best-selling publications of the Children's Bureau, "Prenatal Care," "Infant Care," "Your Child from One to Six," and "Your Child from Six to Twelve," maintained their popularity, and several of its other

publications also showed a continuing steady demand. Among these are "When Your Baby is on the Way," "The Adolescent in Your Family," "Your Baby's First Year," and "A Healthy Personality for Your Child."

#### FIELD SERVICE DIVISION

The Field Service Division, with offices located in Chicago, Denver, New York, San Francisco, Seattle, and Washington, D. C., performed services valued at \$6,474,969 for over 200 department and field installations of the Federal Government in fiscal year 1965.

Interior Department was once again the largest customer of the Field Service Division, with total billings of \$802,770 for the year. Post Office Department continued as our second largest customer, followed by Treasury Department and Agriculture Department. Employment rose slightly from 507 in fiscal 1964 to 512 in fiscal 1965.

The following figures show comparative billings by the several Field Service Division offices during the past three fiscal years:

|                       | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------|-------------|-------------|-------------|
| Chicago.....          | \$1,447,879 | \$1,286,296 | \$1,266,626 |
| Denver.....           | 920,575     | 785,243     | 734,334     |
| Washington, D. C..... | 2,939,004   | 3,117,668   | 2,405,607   |
| New York.....         | 391,669     | 350,439     | 328,786     |
| San Francisco.....    | 260,792     | 253,329     | 254,385     |
| Seattle.....          | 341,443     | 263,477     | 320,101     |

The Chicago Field Service Office received 8,744 jobs during the year and billed 8,305. One of the vital responsibilities of this office is production of the Commerce Business Daily. This publication is composed, printed, folded, addressed, and mailed by 6 p.m. each day. All publications of the Interior Department's Commercial Fisheries are produced here, as well as large numbers of labels for the Post Office Department. Label production for 1965 was 353,583,000 units.

The Denver Field Service Office supplied printing and allied services to 23 Federal departments and independent agencies in the Rocky Mountain Region, handling 8,549 orders in the process. The inauguration of the Civil Service Commission's test paper printing program has had a great impact on this plant's workload, requiring additional space and planning for augmentation of equipment in the coming year.

In Washington, D. C., the Departmental Service Office, with an average employee strength of 270 for the year, billed 15,639 jobs. Construction of the new Departmental Service Office building is expected to begin in November 1965. The site has been cleared, plans reviewed, and specifications are being prepared for submission to contractors for bids.

# DISBURSING OFFICE

The office of the Disbursing Officer is charged with the responsibility of receiving and disbursing all cash items necessary to the conduct of Government Printing Office business and the accountability thereof.

|                                    | <u>1965</u>   | <u>1964</u>   | <u>1963</u>   |
|------------------------------------|---------------|---------------|---------------|
| Collections (CDS plus warrants)... | \$176,602,108 | \$164,311,672 | \$163,274,754 |
| Disbursements.....                 | \$166,205,580 | \$158,553,734 | \$153,674,732 |
| Mail orders for Supt. Docs.....    | 5,304,044     | 5,075,772     | 4,988,193     |
| U.S. Savings Bonds issued.....     | 54,863        | 47,842        | 44,552        |
| Number of bond accounts.....       | 3,292         | 3,109         | 2,712         |

The Disbursing Office is staffed with 36 full-time and 43 part-time (W.A.E.) employees.

## PLANNING DIVISIONS

### Division of Planning Service

During the fiscal year, the Division of Planning Service received 121,899 requisitions and print orders combined--the principal measurable activity of the Division--an increase of approximately 8 percent over fiscal year 1964. While this increase in combined orders resulted in a proportionate increase in the volume of service and liaison work required of the Planning Service Division, such additional work was accomplished with the same employee complement they had at the end of fiscal year 1964.

### Comparison of Activities

|                                      | <u>1965</u>    | <u>1964</u>    | <u>1963</u>    |
|--------------------------------------|----------------|----------------|----------------|
| Printing & Binding requisitions..... | 71,563         | 71,298         | 78,490         |
| Print orders on open jackets.....    | 50,336         | 41,679         | 35,396         |
| Blank paper orders.....              | 9,666          | 9,537          | 9,400          |
| Subtotal.....                        | <u>131,565</u> | <u>122,504</u> | <u>123,286</u> |

### Additional Orders & Jackets\*

|                    |                |                  |                  |
|--------------------|----------------|------------------|------------------|
| Patent work.....   | 76,352         | 71,097**         | 71,545**         |
| Congressional..... | 31,247         | 29,096**         | 29,279**         |
| Other.....         | 6,568          | 6,112**          | 6,151**          |
| Subtotal.....      | <u>114,167</u> | <u>106,305**</u> | <u>106,975**</u> |
| Grand total.....   | 245,732        | 228,809          | 230,261          |

\* These orders are additional individual orders placed under authority of the above Printing & Binding requisitions, print orders, and blank paper orders.

\*\* Estimated.

Comparison of Activities  
(continued)

|                            | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|----------------------------|-------------|-------------|-------------|
| Jackets issued.....        | 52,701      | 51,583      | 56,398      |
| Open jackets issued.....   | 5,184       | 4,916       | 3,753       |
| Schedules established..... | 45,296      | 44,896      | 44,796      |
| Informal estimates.....    | 214         | 241         | 190         |
| Waivers issued.....        | 598         | 614         | 679         |

In analyzing the above tabulation, it is significant to note the very substantial increase over fiscal year 1964 in the total number of orders received. While the increase in the number of requisitions received was small, there was a substantial increase in the number of print orders received. This has resulted in increased activity in the area of commercial procurement, since most of the print orders were placed with private firms under contract to this Office for various programs of printing.

It is also of interest to note the continued downward trend in the number of waivers issued. This is in keeping with Office policy, and indicates the continued careful scrutiny of the requisitions received.

Division of Plant Planning

During the fiscal year, the Division of Plant Planning prepared 36,294 regular and print-order jackets--the principal measurable activity of the Division--a decrease of approximately 3 percent below fiscal year 1964.

However, as is pointed out in the Division's report, such decreases or like increases are considered normal from year to year, as the principal basis on which jackets are accepted for plant production is the volume of work which they represent with respect to the production capabilities of the plant, rather than the number of jackets.

Comparison of Activities

|                                     | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-------------------------------------|-------------|-------------|-------------|
| Production plans developed.....     | 14,357      | 15,249      | 16,155      |
| Estimates made:                     |             |             |             |
| Formal.....                         | 24,805      | 26,461      | 28,413      |
| Informal.....                       | 3,342       | 3,082       | 2,313       |
| Other.....                          | 516         | 421         | 284         |
| Cong. Record Appendix pages.....    | 588         | 948         | 708         |
| Line count, Congressional Hearings: |             |             |             |
| 25-line pages.....                  | 96,848      | 99,464      | 106,632     |
| Sales prices developed.....         | 9,943       | 8,815       | 8,807       |

Comparison of Activities  
(continued)

|                                    | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------------------------|-------------|-------------|-------------|
| Jackets prepared:                  |             |             |             |
| Regular & print order.....         | 36,294      | 37,385      | 39,326      |
| Open.....                          | 1,247       | 1,245       | 987         |
| Blank paper & supplies.....        | 15,927      | 15,785      | 15,763      |
| Jackets scheduled.....             | 24,236      | 25,580      | 27,715      |
| Jackets, etc., copied (Xerox)..... | 211,317     | 236,487     | 224,161     |
| Purchase requests prepared:        |             |             |             |
| Inventory control.....             | 3,525       | 3,429       | 3,527       |
| Special purchases.....             | 910         | 954         | 890         |
| Printing of maps.....              | 168         | 229         | 223         |
| Stores orders prepared.....        | 2,987       | 2,615       | 2,913       |
| Requisitions for paper typed:      |             |             |             |
| Commercial.....                    | 3,835       | 4,468       | 4,876       |
| Field Service.....                 | 2,006       | 2,651       | 2,333       |
| Releases granted.....              | 77          | 107         | 221         |

Starting in April 1965, the Division of Plant Planning took on the added duty of indicating on work jackets the number of sheets to be run on press and forwarded to the bindery for each form. This should result in saving considerable time and provide for greater accuracy in the Press and Binding Divisions where such "breakdowns" were formerly developed without benefit of such guidance. This additional work was absorbed by our regular complement of planner-employees.

Division of Typography and Design

This Division provides consultation services for all Government agencies through conferences held at the Government Printing Office on specifications, format, typography, and artwork, and provides layouts, designs, and finished art as ordered.

The Division examines finished art and camera copy, primarily for color printing, to determine its conformation with the requisition, and evaluates it for conformity with Government standards.

Typography and Design also collaborates with both Planning and Production Divisions as outlined in Administrative Order No. 14, assumes responsibility for quality control as required by the customer-agencies, and provides a photographic service for the agencies and the Office.

Comparison of Activities

|                                                                                   | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------------------------------------------------------------------|-------------|-------------|-------------|
| Conferences.....                                                                  | 892         | 895         | 827         |
| Agencies represented.....                                                         | 129         | 100         | 105         |
| Jackets received from scheduling to be processed for reference to color, etc..... | 6,338       | 6,127       | 3,921       |
| Total number of jackets processed.....                                            | 10,576      | 7,544       | 5,996       |
| Orders & estimates for Photoengraving.                                            | 3,389       | 3,529       | 3,542       |
| Halftones & linecuts ordered.....                                                 | 23,886      | 29,876      | 31,050      |
| Finished art pieces.....                                                          | 6,652       | 5,486       | 5,384       |
| Layout sketches.....                                                              | 5,462       | 6,496       | 3,920       |
| Illus. retouched pieces.....                                                      | 5,665       | 7,299       | 4,970       |
| Photographic requests.....                                                        | 3,477       | 3,569       | 3,982       |
| Finished pieces, photographic.....                                                | 39,741      | 46,406      | 52,797      |

There was a 40 percent increase in the number of jackets processed. This was due, in part, to the step up in the use of colored inks by the ordering agencies. The balance of this increase was due to the fact that more agencies are using the services of this Division. The number of finished art pieces, as compared to previous years, is indicative. Part of this increase can also be traced back to the Public Printer's suggestion that the agencies come to the Typography and Design Division for help with their printing-design problems.

As part of its regular work, this Division was concerned with the printing of a number of important or unusual books or programs, a few of which are listed below:

Warren Report--Jacket 730-900, GSA--The complete and final report of the President's Commission on the Assassination of President Kennedy consisted of 26 volumes of hearings, exhibits, and depositions averaging 400 to 500 pages each, and an additional volume of 900 pages which contained the Commission's summary and conclusions. All the volumes were bound in blue cloth and stamped in gold leaf. There were approximately 9,000 illustrations in all the volumes.

Waterfowl Tomorrow--Jacket 720-550, Interior (12,000 copies)--This special report on waterfowl conservation measures was sponsored jointly by the United States and the governments of Canada and Mexico. The book was completely designed and printed under the direction of the Division of Typography and Design. Except for a few large display lines, the book was set entirely on the Fotosetter. There were 250 illustrations. Printing was by web offset on 100 lb. opacified offset paper. The volume contained 784 pages and was bound in blue linen cloth with the side and spine stamped in real gold.

1964 Yearbook of Agriculture--Jacket 712-224 (244,650 copies)--The title of the book was "Farmer's World" and the subject matter concerned economics, market structure, cooperatives, conservation measures, etc. The Division of Typography and Design was responsible for the format of the entire

book and all the necessary artwork. The book was printed by letterpress web on 90 lb. English-finish paper and contained 608 pages. The cloth for the case binding was printed by offset in brown and blue and then varnished.

Coast Guard Commemorative Postal Card--Post Office--The stamp was designed and the art prepared by this Division. The Chief Artist and the Government Printing Office received favorable publicity in several newspapers.

Quest for Quality--Jacket 747-251, Interior (74,153 copies)--printed commercially--A 4-color process job produced by color-separated positives borrowed from various publications. Job coincided with the President's program on conservation. A letter of appreciation was received from the Department. Quality control and production of mechanicals by Typography and Design.

## PRODUCTION DIVISIONS

### Congressional Printing

Fiscal 1965 was a year of varying demand for congressional work. First half figures are disappointing when compared with the previous year when the session lasted 12 months. During the second half, however, the tempo increased and in most categories the figures reflecting 9 months of congressional operations compare favorably with the figures for the 12-month session of the previous year.

The Congressional Record is, of course, our largest, most important, as well as our most difficult assignment. For the fiscal year 1965, there were 184 issues containing 29,828 pages. There were 21 issues containing 256 or more pages, and the largest issue was that of April 1, 1965, which totaled 384 pages, and was printed in two parts. Comparisons with previous years are shown in the following table:

|                              | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------------------|-------------|-------------|-------------|
| Number of issues.....        | 184         | 250         | 182         |
| Number of pages.....         | 29,828      | 36,968      | 30,556      |
| Average pages per issue..... | 162         | 148         | 168         |

Bill work established new records this year, both for number of prints and number of pages handled. It was to be expected that the totals would be higher than those for the previous year, as this year included the large number of bills that are introduced on the convening of any new Congress, but bill printing exceeded any previous totals that we have on record. Comparisons are shown below:

Financial Management Service  
General Accounting Branch  
Work In Process Section

Annual Report  
of  
The Public Printer

Fiscal Year 1965

|                        | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------------|-------------|-------------|-------------|
| Number of prints.....  | 27,121      | 14,641      | 19,715      |
| Letterpress forms..... | 14,908      | 11,136      | 13,283      |
| Offset forms.....      | 3,288       | 1,891       | 2,355       |
| Pages set.....         | 81,120      | 55,875      | 71,999      |
| Pages picked up.....   | 15,315      | 11,892      | 13,480      |

### The Budget

The Bureau of the Budget ordered 23 separate items this year. The classifications were the Budget, Budget Appendix, D. C. Budget, Budget in Brief, combined book (Budget and Appendix), 6 Budget Messages of the President (3 for Budget and 3 for D. C. Budget), and 12 Special Analyses.

The Composing Division processed a total of 9,708 folios this year as compared to 9,253 folios last year. This breakdown is as follows: Appendix--8,008 folios; Budget--1,247; D. C. Budget--359; Budget in Brief--94. The Appendix made up into 1,263 pages, an increase of 98 pages over last year. The Budget (small book) made 512 pages, which was an increase of 36 pages. The D. C. Budget remained at 64 pages. The Budget in Brief was 76 pages this year as compared to 84 pages last year.

Letterpress Division printed the D. C. Budget and Budget Appendix. A total of 1,331,392 impressions were made from 164 eight-page forms. Messages and separates accounted for 11,042 impressions for a total of 1,342,434 impressions.

Offset Division printed all of the Budget and the Budget in Brief, plus covers for Appendix and D. C. Budget. A total of 310,650 impressions were made including all covers, messages, and separates.

All production and delivery schedules were met as requested by the Budget Bureau.

### Electronic Printing

The Electronic Printing Production Unit produces composition through the use of the computer and tape-driven composing equipment. Experimental work is conducted in phototypesetting of computer-generated data.

The Linofilm keyboards continued to set manuscript that contained complicated mathematical equations. The Justewriter keyboards were used primarily to perforate paper tape for input to the computer to produce the library of Congress Subject Headings.

The following table compares the production in fiscal 1965 with the previous year:

|                                                                    | <u>1965</u> | <u>1964</u> |
|--------------------------------------------------------------------|-------------|-------------|
| Linofilm keyboards - manuscript folios.....                        | 5,972       | 4,000       |
| Justowriter keyboards:                                             |             |             |
| Tape perforated for Elektrons - manuscript folios.....             | 513         | 8,000       |
| Tape perforated for Linofilm - manuscript folios.....              | 4,644*      |             |
| Linofilm photo unit:                                               |             |             |
| Positives from keyboarded tape - $\frac{1}{2}$ galleys....         | 7,117       | 2,000       |
| Positives from furnished paper tape - $\frac{1}{2}$ galleys.....   | 328         |             |
| Positives from furnished magnetic tape - pages.....                | 249         | 556         |
| Positives from furnished EAM cards - pages....                     | 160         |             |
| Input converter:                                                   |             |             |
| Paper tape converted to magnetic tape - $\frac{1}{2}$ galleys..... | 4,644       | 2,000       |
| Output converter:                                                  |             |             |
| Magnetic tape converted to paper tape - $\frac{1}{2}$ galleys..... | 4,698       |             |
| Magnetic tape converted to paper tape - pages.....                 | 1,309       | 556         |

\* Reprint copy, each folio equal to two typewritten manuscript folios.

As can be seen in the table, production increased on all equipment. The paper tape from the Justowriters in fiscal 1964 had been processed on the computer to produce a tape for the Elektrons. The cost of the tape conversion and computer run made this method more expensive than manual keyboarding, and this activity decreased.

A 900-page magnetic tape was converted to paper tape for the Bureau of Standards and was not run on our Linofilm photo unit. This explains the difference in number of pages run on photo unit and number of pages converted to paper tape.

The keyboard operators are continually developing more skill with practice, and the proofs of complicated material are cleaner than in fiscal 1964.

Four additional Linofilm photographic units were installed in June 1965 on a lease basis to produce the Defense Department Technical Abstract Bulletins and the Commerce Department U. S. Government Research and Development Reports. A photographic paper processor was also installed in June.

The Library of Congress Subject Headings was keyboarded on paper tape and converted to magnetic tape to create a standing file.

The Classification of Patents Index of the Annual Index of Patents was produced from furnished EAM cards by computer and Linofilm. The computer program was refined to insert horizontal and vertical rules, thus eliminating all hand work. The weekly Classification of Patents was produced for the Official Gazette, and a new Geographical Index was composed from the same EAM card file and appeared for the first time in the Official Gazette of May 18, 1965.

### Binding Division

Bindery workload for 1965 showed an overall reduction which was reflected in a corresponding 14 percent decline in overtime hours. The effect of a substantial increase in web press production created gains in both gathering and inserting together with a slight decrease in folding.

#### Comparison of Activities

|                            | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|----------------------------|-------------|-------------|-------------|
| Folding.....               | 372,619,079 | 380,629,969 | 379,560,941 |
| Gathering, books.....      | 19,181,676  | 19,145,980  | 18,791,849  |
| Inserting, books.....      | 86,953,096  | 82,796,627  | 81,158,862  |
| Passports, books.....      | 1,026,712   | 1,295,142   | 1,150,037   |
| Cutting, sheets.....       | 79,209,852  | 80,035,062  | 101,016,967 |
| Drilling, sheets, etc..... | 746,950,284 | 690,832,062 | 670,774,793 |
| Sigs sewed, machine.....   | 113,178,235 | 111,684,626 | 95,975,151  |

At the close of the 1965 fiscal year, there were 1,360 employees in the Binding Division.

Printed work purchased from commercial sources and bound in the Government Printing Office continued to increase as may be seen below:

|                           | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|---------------------------|-------------|-------------|-------------|
| Jackets received.....     | 455         | 390         | 163         |
| Skids of work.....        | 417         | 414         | 384         |
| Flat sheets to fold.....  | 3,175,842   | 2,512,282   | 2,683,992   |
| Flat pasters to fold..... | 7,443,895   | 7,086,003   | 5,568,937   |

### Composing Division

In the Composing Division, the total number of ems of type (measurable) increased 6.2 percent over the prior year. In spite of this increase, overtime decreased by 5,379.6 hours. Much of this increase was due to the very sharp tep-up in requirements of the Patent Office. There was a 21.6 percent increase in the number of pages of specifications, and an 18.3 percent increase in the

Official Gazette. This increase made it necessary to increase our slugcasting facilities by 12 machines, increase personnel in the Proof Section, acquire additional floor space, and enlarge the night operation.

Composition requirements for the Congress dropped slightly from those of the prior year in all categories of work except bills. This was due to the difference in the time Congress was in session. The last four months of the fiscal year the workload was unusually heavy, and resulted in excessive overtime requirements for that part of the year.

The operators in the three typesetting units, day and night, of the Composing Division set 2,802,843,100 ems of measurable composition during the past fiscal year. Comparison of the past three-year period is as follows:

|           | <u>Hours</u> | <u>Ems</u>    | <u>Ems per hour</u> |
|-----------|--------------|---------------|---------------------|
| 1965..... | 542,049.9    | 2,802,843,100 | 5,171               |
| 1964..... | 510,008.6    | 2,636,696,600 | 5,167               |
| 1963..... | 520,798.4    | 2,621,650,625 | 5,034               |

The Federal Register for fiscal year 1964-65 made 17,770 pages, for a daily average of 70-plus pages. This was an increase of 2,330 pages over fiscal year 1963-64. Statistics for the past three years are as follows:

|           | <u>Pages</u> | <u>Daily Average</u> |
|-----------|--------------|----------------------|
| 1965..... | 17,770       | 70+                  |
| 1964..... | 15,451       | 61+                  |
| 1963..... | 13,563       | 54+                  |

The following statistics show Patents Section 1965 fiscal year work volume compared with previous years:

|           | <u>Number of patents</u> | <u>Average issue</u> |
|-----------|--------------------------|----------------------|
| 1965..... | 52,914                   | 1,017                |
| 1964..... | 44,060                   | 831                  |
| 1963..... | 53,958                   | 1,037                |

It is significant that for the first nine months the average issue was 992 patents per weekly issue, but the last three months averaged 1,248 patents per weekly issue. This is in line with the Commissioner's memorandum in December to attempt to maintain an average of 1,280 patents per weekly issue.

In fiscal year 1965, there were 13,286,560 pounds of type metal issued to the Typesetting Section, while in the fiscal year 1964--12,580,704 pounds of metal were issued.

The number of employees on the Composing Division rolls as of June 30, 1965, was 1,576. This was seven more employees than last year.

The Patents Section received one of the largest modernization and expansion treatments in recent Division history. Twelve new Intertype machines and necessary equipment, including ten reading desks, three revising tables, chairs, and cabinets were installed. Needed workspace to accommodate the new machines and expanded Proofroom was secured by utilizing space in the west end of the original Proofroom and extending the Proofroom to the east.

### Letterpress Division

The workload in the Letterpress Division was low during the first six months of the year, resulting in letterpressmen being detailed to Offset for training and operatives being detailed out of the Division. This situation was aggravated by the drop in postal card requirements, as well as the shift to two-color postal cards that were produced on offset presses. The congressional workload during the last six months tended to offset the adverse picture that developed during the first half of the year.

|                  | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------|-------------|-------------|-------------|
| Forms.....       | 126,504     | 121,922     | 130,171     |
| Impressions..... | 566,398,506 | 609,361,022 | 604,747,402 |

The 184 issues of the Congressional Record were 66 fewer issues than for fiscal 1964, but each issue averaged 162 pages for this year, or 14 pages more per issue than the preceding year. Twenty-two issues were 64 pages or less, and were stitched or pasted on press.

| <u>Congressional Record:</u> | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------------------|-------------|-------------|-------------|
| Issues.....                  | 184         | 250         | 182         |
| Pages.....                   | 29,828      | 36,968      | 30,556      |
| Average per issue.....       | 162         | 148         | 168         |

Federal Register page average per issue also was up for fiscal year 1965.

| <u>Federal Register:</u> | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------|-------------|-------------|-------------|
| Issues.....              | 252         | 253         | 251         |
| Pages.....               | 17,992      | 16,112      | 14,204      |
| Average per issue.....   | 71          | 64          | 57          |

The Postal Card Section produced and delivered 1,136,816,000 postal cards; 44,226,000 eleven-cent Aerograms; 29,667,000 Income Tax Form 1040-D; and 1,055,000 Standard Form 32 during fiscal year 1965.

Division personnel has declined from 524 in 1964 to 474 in fiscal 1965, due to a reduction in the number of presses to be manned and a corresponding drop in workload.

The Jet envelope presses and the wraparound presses continued to show growth and production improvement.

|                       | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------|-------------|-------------|-------------|
| Jet envelope presses: |             |             |             |
| Forms.....            | 5,676       | 5,705       | 5,665       |
| Impressions.....      | 121,566,051 | 116,232,693 | 103,840,371 |
| Wraparound presses:   |             |             |             |
| Forms.....            | 627         | 391         | 183         |
| Impressions.....      | 22,914,029  | 21,294,044  | 12,933,372  |

#### Offset Division

The trend toward offset production, and away from letterpress, continued during the year. The total press impressions were less than the prior year, but because there was an 18 percent increase in the web press output, the overall production was greater than in 1964.

#### Comparison of Activities

|                                   | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------------------|-------------|-------------|-------------|
| Jackets processed:                |             |             |             |
| Plant.....                        | 11,965      | 12,104      | 11,156      |
| Commercial.....                   | 8,112       | 8,143       | 10,368      |
| Commercial, print order.....      | 1,440       | 1,043       | 954         |
| Congressional work:               |             |             |             |
| Bills, pages.....                 | 54,855      | 28,517      | 38,684      |
| Misc., Hearings, Repts., pages.   | 127,252     | 113,474     | 90,051      |
| House calendar, pages.....        | 14,945      | 23,604      | 18,744      |
| Official Gazette:                 |             |             |             |
| Pages.....                        | 20,962      | 18,054      | 20,126      |
| Illustrations.....                | 48,833      | 43,444      | 46,055      |
| Job work Fotosetter.....          | 2,001       | 1,685       | 1,718       |
| Book work Fotosetter.....         | 294         | 212         | 87          |
| Negatives & positives, number.... | 852,937     | 825,485     | 781,147     |
| Square inches.....                | 54,496,930  | 53,194,077  | 50,659,528  |
| Offset plates, number.....        | 57,761      | 52,712      | 44,730      |
| Square inches.....                | 99,582,165  | 92,216,714  | 83,573,716  |
| Proofs, number.....               | 340,109     | 263,516     | 192,395     |
| Forms, number.....                | 58,787      | 57,313      | 47,427      |
| Impressions, number.....          | 422,196,014 | 432,821,257 | 377,509,679 |
| Average, per form.....            | 7,191       | 7,552       | 7,692       |

The production figures show an increase in all phases of activity except the pressroom, which produced 2 percent less impressions than in the

previous fiscal year. Since 2.4 percent more plates were put to press, a decrease in average runs per plate of 361 impressions was experienced.

A summary and comparison of the personnel complement of the Division is given below as of June 30, 1965:

|                                      | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|--------------------------------------|-------------|-------------|-------------|
| Office of Superintendent.....        | 11          | 11          | 11          |
| Offset Copy Preparation Section..... | 90          | 96          | 92          |
| Offset Negative Section.....         | 66          | 68          | 69          |
| Offset Plate Section.....            | 85          | 87          | 82          |
| Offset Press Section.....            | 275         | 280         | 251         |

The decrease in personnel complement represents the use of apprentices to the largest possible degree to avoid replacement of persons who were reassigned to other positions or dropped from the rolls for any reason.

During fiscal year 1965, a flying paster was installed and is in full operation on the 38 x 50 web press. As a measure of the value of this modernization, in May 1964, without automatic pasting, 1,453,350 impressions were produced. In May 1965, 2,768,700 impressions were produced, or nearly a 100 percent increase in product. A large part of this increased capability is attributable to the paster.

All of the carbon arc lamps were replaced in the camera room.

Approval was obtained for the procurement of a full-gamut pin-register system, which will start with the handling of copy and follow through the press operation.

#### Platemaking Division

The overall square inch production for the Division for the fiscal year compares favorably with previous years. Shown below are Division totals for significant products:

|                                   | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-----------------------------------|-------------|-------------|-------------|
| Division total sq. inch prod..... | 35,349,004  | 36,379,559  | 31,340,139  |
| Photoengraving.....               | 2,518,044   | 2,806,054   | 2,200,658   |
| Stereotype.....                   | 21,148,749  | 21,897,286  | 19,209,374  |
| Electrotype.....                  | 11,682,211  | 11,676,219  | 10,095,799  |

The principal materials used in the production and processing of the various kinds of plates included:

|                               | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|-------------------------------|-------------|-------------|-------------|
| Stereotype metal (lbs.).....  | 1,117,424   | 1,365,120   | 1,239,048   |
| Electrotype metal (lbs.)..... | 164,422     | 208,248     | 249,374     |
| Copper anodes (lbs.).....     | 12,522      | 14,174      | 14,020      |
| Blocking wood (sq. ft.).....  | 3,634       | 3,326       | 4,623       |
| Magnesium (sheets).....       | 2,685       | 4,084       | 3,818       |
| Plastic powder (lbs.).....    | 28,249      | 27,493      | 16,143      |
| Blocking metal (lbs.).....    | 116,100     | 112,100     | 92,400      |

### Library Branch Office

Letterpress production of catalog cards for fiscal 1965 increased 10.4 percent--from 28,473,135 to 31,422,664.

Job work press impressions almost doubled in fiscal 1965--from 2,450,112 to 4,790,413--or 95.5 percent.

June 30, 1965, completed the third year for offset reproduction of catalog cards in the Library Branch, and each year there has been an increase in the number of titles processed and the number of catalog cards printed. In fiscal 1965, the number of titles reproduced increased more than 10 percent--from 685,350 to 755,840--and the number of forms increased from 68,535 to 75,840--or 10.7 percent.

The following is a summary of the combined letterpress and offset production of job and catalog card work for fiscal 1965, with total copies printed showing a 6 percent increase over the previous fiscal year:

|                              | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------------------|-------------|-------------|-------------|
| Total forms printed.....     | 164,648     | 151,420     | 150,868     |
| Total press impressions..... | 16,278,617  | 12,615,444  | 11,568,833  |
| Total copies printed.....    | 114,019,407 | 107,370,412 | 92,484,993  |

During the year, the Library Branch Office was removed to new quarters in the Naval Weapons Plant. Moving was no small task, but through a combined effort of personnel in the Branch, in the Maintenance Division, and in the General Services Administration, the move was accomplished well ahead of the estimated schedule, and with a minimum loss of production time.

Since the main function of the Branch is the production of catalog cards, it is of particular interest to note that for the third consecutive year catalog card production has increased, with each year being an all-time high, as follows:

|                  | <u>1965</u> | <u>1964</u> | <u>1963</u> |
|------------------|-------------|-------------|-------------|
| Letterpress..... | 31,422,664  | 28,473,135  | 27,266,986  |
| Offset.....      | 53,806,160  | 53,534,250  | 39,893,190  |
| Total.....       | 85,228,824  | 82,007,385  | 67,160,176  |

Delivery Section

The count of individual shipments for the year amounted to 209,949 items. This is an increase of 5,272 over the last report. Fleet mileage dropped 9,507 miles--from 293,904 to 284,397. This has been caused by shifts in Departmental warehouse locations and by increased efficiency in operations. Requests for pickup service increased by 240--to a total of 4,713. Our accident-frequency figure moved from 10.25 to 14.03. The significance of this change is that the fleet was involved in four accidents this year, compared to three last year, and we traveled 9,507 fewer miles.

The following table gives a two-year comparison on these subjects:

| <u>Fiscal Year</u> | <u>Shipments</u> | <u>Mileage</u> | <u>Pickups</u> | <u>Accident frequency</u> |
|--------------------|------------------|----------------|----------------|---------------------------|
| 1965               | 209,949          | 284,397        | 4,713          | 14.03                     |
| 1964               | 204,677          | 293,904        | 4,473          | 10.25                     |
| 1963               | 191,927          | 280,190        | 3,980          | 7.67                      |

Personnel in this section totals 72, with 56 employees assigned to Shift 1, and 16 assigned to Shift 3. This represents an increase of four, which became necessary in order to handle the sustained volume of work.

Replacement units for three heavy-duty vehicles and one light delivery truck are on order. The additional two-ton van ordered for use by Departmental Service has been received and is in operation.

GOVERNMENT PRINTING OFFICE RELOCATION

On September 23, 1963, the Joint Committee on Printing authorized the Public Printer to present a proposal for relocating the Government Printing Office to the appropriate committees of the Congress.

The Public Works Committee of the House approved the construction of this facility on April 14, 1964, under the provisions of the Public Buildings Act of 1959. Similar approval was obtained from the Senate Public Works Committee on April 30, 1964.

The 1965 Legislative Branch Appropriations Act was passed by both Houses on August 12, 1964, and contained the following provisions:

For necessary expenses, for site selection and general plans and designs of buildings for the Government Printing Office, pursuant to the Public Buildings Act of 1959 (40 U.S.C. 602 et seq.), \$2,500,000 to be available for transfer to the General Services Administration: Provided, That the selection of a site must be approved by the Joint Committee on Printing.

In order to provide the Government Printing Office with an objective, professional opinion on the relative suitability of a number of suggested sites for this building, GSA engaged the firm of Chas. T. Main of Boston. On April 7, 1965, Chas. T. Main recommended the following sites for construction of the new Government Printing Office in their Pre-Design Study:

1. Southeastern portion of the 313 acre National Training School tract.
2. A 100 acre tract in the Bolling/Anacostia complex, south of Portland Street, adjacent to the river bank.
3. A (+) 85 acre tract in the Bolling/Anacostia complex, north of Portland Street entrance.

General Services Administration and the Government Printing Office concurred in this recommendation, and the Public Printer proceeded to obtain the approval of the National Capital Planning Commission for Site 3 above, on April 8, 1965. Approval of the Joint Committee on Printing was obtained on April 28, 1965.

A declaration of excess for the Bolling/Anacostia tract failed to materialize, as opposition from the Department of Defense hardened to releasing any property then in the military inventory. As a result, the House Subcommittee on Legislative Appropriations, when considering construction money for the Government Printing Office, omitted these funds without prejudice for future consideration.

Recognizing the Bolling/Anacostia site was unavailable, the Public Printer returned to the National Capital Planning Commission and requested their approval for the No. 1 site recommended by the Chas. T. Main Company to the General Services Administration, the Planning Commission staff, and the Government Printing Office. The Planning Commission voided its previous action and approved a tract of 85 acres, more or less, in the easterly portion of the tract. Having obtained approval from the Planning Commission, the Public Printer returned to the Joint Committee on Printing and asked them to approve the site change.

On June 25, 1965, the Joint Committee on Printing requested further documentation in support of the Public Printer's recommendation for the National Training School property. The Public Printer replied to the Chairman of the Joint Committee on Printing on August 25, 1965, supplying the information requested by the Committee.

## STATISTICAL APPENDIX

GOVERNMENT PRINTING OFFICE  
COMBINED COMPARATIVE STATEMENT OF ASSETS AND LIABILITIES  
FISCAL YEARS 1961 THROUGH 1965

|                                                                                    | Fiscal Year<br>1965 | Increase or<br>decrease (-)<br>1965 to 1964 | Fiscal Year<br>1964 | Increase or<br>decrease (-)<br>1964 to 1963 | Fiscal Year<br>1963 | Increase or<br>decrease (-)<br>1963 to 1962 | Fiscal Year<br>1962 | Increase or<br>decrease (-)<br>1962 to 1961 | Fiscal Year<br>1961 |
|------------------------------------------------------------------------------------|---------------------|---------------------------------------------|---------------------|---------------------------------------------|---------------------|---------------------------------------------|---------------------|---------------------------------------------|---------------------|
| <b>ASSETS:</b>                                                                     |                     |                                             |                     |                                             |                     |                                             |                     |                                             |                     |
| Fund balances with U. S. Treasury and cash                                         | \$11,933,575        | \$-1,635,024                                | \$13,568,599        | \$ 3,945,777                                | \$ 9,622,822        | \$ 1,823,811                                | \$ 7,799,011        | \$-2,487,736                                | \$10,286,747        |
| Accounts receivable and advances                                                   | 22,244,995          | 5,736,054                                   | 16,508,941          | -2,230,123                                  | 18,739,064          | 4,359,470                                   | 14,379,594          | 1,823,223                                   | 12,556,371          |
| Inventories, including work in process                                             | 35,173,166          | 1,064,032                                   | 34,109,134          | 3,352,166                                   | 30,756,968          | 2,746,865                                   | 28,010,103          | 5,198,694                                   | 22,811,409          |
| Deferred charges                                                                   | 31,231              | - 30,007                                    | 61,238              | 5,726                                       | 55,512              | - 34,306                                    | 89,818              | - 14,683                                    | 104,501             |
| Property, plant, and equipment, net                                                | <u>14,036,682</u>   | <u>- 341,671</u>                            | <u>14,378,353</u>   | <u>-1,079,608</u>                           | <u>15,457,961</u>   | <u>921,080</u>                              | <u>14,536,881</u>   | <u>295,080</u>                              | <u>14,241,801</u>   |
| Total assets                                                                       | <u>83,419,649</u>   | <u>4,793,384</u>                            | <u>78,626,265</u>   | <u>3,993,938</u>                            | <u>74,632,327</u>   | <u>9,816,920</u>                            | <u>64,815,407</u>   | <u>4,814,578</u>                            | <u>60,000,829</u>   |
| <b>LIABILITIES:</b>                                                                |                     |                                             |                     |                                             |                     |                                             |                     |                                             |                     |
| Accounts payable                                                                   | 6,635,379           | - 166,850                                   | 6,802,229           | 2,315,815                                   | 4,486,414           | 770,000                                     | 3,716,414           | 526,541                                     | 3,189,873           |
| Accrued salaries and wages                                                         | 1,783,499           | 305,332                                     | 1,478,167           | 437,499                                     | 1,040,668           | 131,158                                     | 909,510             | 113,186                                     | 796,324             |
| Amounts withheld from employees for purchase of savings bonds and payment of taxes | 1,831,157           | 1,804,480                                   | 26,677              | -2,140,849                                  | 2,167,526           | 208,594                                     | 1,958,932           | 177,502                                     | 1,781,430           |
| Employees' accrued annual leave                                                    | 3,268,116           | 161,829                                     | 3,106,287           | 192,848                                     | 2,913,439           | 125,061                                     | 2,788,378           | 74,803                                      | 2,713,575           |
| Customers' deposits and prepaid subscriptions                                      | 2,253,532           | - 151,872                                   | 2,405,404           | -1,237,926                                  | 3,643,330           | 910,504                                     | 2,732,826           | 1,056,525                                   | 1,676,301           |
| Others                                                                             | <u>----</u>         | <u>----</u>                                 | <u>----</u>         | <u>- 58,012</u>                             | <u>58,012</u>       | <u>24,385</u>                               | <u>33,627</u>       | <u>16,281</u>                               | <u>17,346</u>       |
| Total liabilities                                                                  | <u>15,771,683</u>   | <u>1,952,919</u>                            | <u>13,818,764</u>   | <u>- 490,625</u>                            | <u>14,309,389</u>   | <u>2,169,702</u>                            | <u>12,139,687</u>   | <u>1,964,838</u>                            | <u>10,174,849</u>   |
| Investment of U. S. Government                                                     | <u>\$67,647,966</u> | <u>\$ 2,840,465</u>                         | <u>\$64,807,501</u> | <u>\$ 4,484,563</u>                         | <u>\$60,322,938</u> | <u>\$ 7,647,218</u>                         | <u>\$52,675,720</u> | <u>\$ 2,849,740</u>                         | <u>\$49,825,980</u> |
| <b>Consisting of:</b>                                                              |                     |                                             |                     |                                             |                     |                                             |                     |                                             |                     |
| Revolving fund:                                                                    |                     |                                             |                     |                                             |                     |                                             |                     |                                             |                     |
| Capital                                                                            | \$44,815,383        | \$ ----                                     | \$44,815,383        | \$10,000,000                                | \$34,815,383        | \$ ----                                     | \$34,815,383        | \$ ----                                     | \$34,815,383        |
| Retained earnings                                                                  | 14,440,933          | 1,573,889                                   | 12,867,044          | 1,733,046                                   | 11,133,998          | 1,343,814                                   | 9,790,184           | 2,326,531                                   | 7,463,653           |
| Income from sales of publications payable to U. S. Treasury                        | 3,104,295           | - 598,988                                   | 3,703,283           | - 28,508                                    | 3,731,791           | - 38,310                                    | 3,770,101           | 575,299                                     | 3,194,802           |
| Other funds                                                                        | <u>5,287,355</u>    | <u>1,865,564</u>                            | <u>3,421,791</u>    | <u>-7,219,975</u>                           | <u>10,641,766</u>   | <u>6,341,714</u>                            | <u>4,300,052</u>    | <u>- 52,090</u>                             | <u>4,352,142</u>    |
|                                                                                    | <u>\$67,647,966</u> | <u>\$ 2,840,465</u>                         | <u>\$64,807,501</u> | <u>\$ 4,484,563</u>                         | <u>\$60,322,938</u> | <u>\$ 7,647,218</u>                         | <u>\$52,675,720</u> | <u>\$ 2,849,740</u>                         | <u>\$49,825,980</u> |

Note: This statement includes the Government Printing Office Revolving Fund appropriation; Office of the Superintendent of Documents Salaries and Expenses appropriations; Selection of Site and General Plans and Designs of Buildings appropriation; and the value of building structures and land which is specifically excluded from the Government Printing Office Revolving Fund by law (44 U.S.C. 63).

GOVERNMENT PRINTING OFFICE  
STATEMENT OF ASSETS AND LIABILITIES  
AS OF JUNE 30, 1965

| ASSETS                                                      |                      |                          |                      | LIABILITIES                                                                              |                      |                          |                      |
|-------------------------------------------------------------|----------------------|--------------------------|----------------------|------------------------------------------------------------------------------------------|----------------------|--------------------------|----------------------|
|                                                             | Revolving<br>fund    | Other funds <sup>a</sup> | Combined<br>funds    |                                                                                          | Revolving<br>fund    | Other funds <sup>a</sup> | Combined<br>funds    |
| <b>FUND BALANCES WITH U.S. TREASURY<br/>AND CASH:</b>       |                      |                          |                      | <b>LIABILITIES:</b>                                                                      |                      |                          |                      |
| Fund balances in U.S. Treasury                              | \$ 10,759,264        | \$ 549,208               | \$ 11,308,472        | Accounts payable                                                                         | \$ 6,262,734         | \$ 372,645 <sup>b</sup>  | \$ 6,635,379         |
| Cash on hand and in transit                                 | <u>625,103</u>       | <u>---</u>               | <u>625,103</u>       | Accrued salaries and wages                                                               | 1,676,017            | 107,482                  | 1,783,499            |
|                                                             | <u>11,384,367</u>    | <u>549,208</u>           | <u>11,933,575</u>    | Amounts withheld from employees<br>for purchase of savings bonds<br>and payment of taxes | 1,831,157            | ---                      | 1,831,157            |
| <b>ACCOUNTS RECEIVABLE AND ADVANCES:</b>                    |                      |                          |                      | Employees' accrued annual leave                                                          | 3,070,737            | 197,379                  | 3,268,116            |
| Accounts receivable:                                        |                      |                          |                      | Customers' deposits and prepaid<br>subscriptions                                         | <u>2,253,532</u>     | <u>---</u>               | <u>2,253,532</u>     |
| Government agencies                                         | 20,201,262           | 57,415                   | 20,258,677           |                                                                                          | <u>15,094,177</u>    | <u>677,506</u>           | <u>15,771,683</u>    |
| Other                                                       | 32,978               | 99                       | 33,077               |                                                                                          |                      |                          |                      |
| Advance to General Services<br>Administration and employees | <u>5,241</u>         | <u>1,948,000</u>         | <u>1,953,241</u>     | <b>INVESTMENT OF U.S. GOVERNMENT:</b>                                                    |                      |                          |                      |
|                                                             | <u>20,239,481</u>    | <u>2,005,514</u>         | <u>22,244,995</u>    | Capital                                                                                  | 44,815,383           | 5,287,355                | 50,102,738           |
| <b>INVENTORIES:</b>                                         |                      |                          |                      | Retained earnings                                                                        | 14,440,933           | ---                      | 14,440,933           |
| Publications for sale, at cost                              | 4,889,963            | ---                      | 4,889,963            | Income from sales of publications<br>payable to U.S. Treasury                            | <u>3,104,295</u>     | <u>---</u>               | <u>3,104,295</u>     |
| Printing work in process, at<br>standard cost               | 21,600,716           | ---                      | 21,600,716           | <b>Total investment of U.S.<br/>Government</b>                                           | 62,360,611           | 5,287,355                | 67,647,966           |
| Paper, envelopes, and other<br>supplies, at cost            | <u>8,682,487</u>     | <u>---</u>               | <u>8,682,487</u>     |                                                                                          |                      |                          |                      |
|                                                             | <u>35,173,166</u>    | <u>---</u>               | <u>35,173,166</u>    |                                                                                          |                      |                          |                      |
| <b>DEFERRED CHARGES</b>                                     | <u>31,231</u>        | <u>---</u>               | <u>31,231</u>        |                                                                                          |                      |                          |                      |
| <b>PROPERTY, PLANT, AND EQUIPMENT:</b>                      |                      |                          |                      |                                                                                          |                      |                          |                      |
| Land and buildings, at cost                                 | ---                  | 9,085,173                | 9,085,173            |                                                                                          |                      |                          |                      |
| Equipment and building<br>appurtenances                     | 26,710,461           | 695,334                  | 27,405,795           |                                                                                          |                      |                          |                      |
| Construction in progress                                    | <u>11,747</u>        | <u>---</u>               | <u>11,747</u>        |                                                                                          |                      |                          |                      |
|                                                             | 26,722,208           | 9,780,507                | 36,502,715           |                                                                                          |                      |                          |                      |
| Less allowance for depreciation                             | <u>16,095,665</u>    | <u>6,370,368</u>         | <u>22,466,033</u>    |                                                                                          |                      |                          |                      |
|                                                             | <u>10,626,543</u>    | <u>3,410,139</u>         | <u>14,036,682</u>    |                                                                                          |                      |                          |                      |
| <b>Total Assets</b>                                         | <u>\$ 77,454,788</u> | <u>\$ 5,964,861</u>      | <u>\$ 83,419,649</u> | <b>Total liabilities and in-<br/>vestment of U.S. Government</b>                         | <u>\$ 77,454,788</u> | <u>\$ 5,964,861</u>      | <u>\$ 83,419,649</u> |

<sup>a</sup>Other funds consists of account balances of the Office of the Superintendent of Documents Salaries and Expenses appropriations; the Selection of Site and General Plans and Designs of Buildings appropriation; and the value of building structures and land which is specifically excluded from the Government Printing Office Revolving Fund by law (44 U.S.C. 63).

<sup>b</sup>Accounts payable other funds consist of amounts owed to the Government Printing Office Revolving Fund by the Office of the Superintendent of Documents Salaries and Expenses appropriations.

GOVERNMENT PRINTING OFFICE  
REVOLVING FUND  
COMPARATIVE STATEMENT OF INCOME AND EXPENSE  
PRINTING AND BINDING OPERATIONS  
FISCAL YEARS ENDED JUNE 30, 1965, AND JUNE 30, 1964

Table 3

|                                                            | Fiscal year<br>1965 | Fiscal year<br>1964 | Increase or<br>decrease (-) |
|------------------------------------------------------------|---------------------|---------------------|-----------------------------|
| Income:                                                    |                     |                     |                             |
| Printing and binding services performed                    | \$136,686,809       | \$135,346,364       | \$ 1,340,445                |
| Other income                                               | <u>786,412</u>      | <u>711,874</u>      | <u>74,538</u>               |
| Total income                                               | <u>137,473,221</u>  | <u>136,058,238</u>  | <u>1,414,983</u>            |
| Expenses:                                                  |                     |                     |                             |
| Direct costs: <sup>a</sup>                                 |                     |                     |                             |
| Direct labor                                               | 45,181,712          | 43,859,037          | 1,322,675                   |
| Direct materials                                           | 28,569,632          | 29,935,215          | -1,365,583                  |
| Printing purchased from commercial sources                 | <u>48,498,113</u>   | <u>48,047,357</u>   | <u>450,756</u>              |
| Total direct costs                                         | <u>122,249,457</u>  | <u>121,841,609</u>  | <u>407,848</u>              |
| Other expenses: <sup>a</sup>                               |                     |                     |                             |
| Salaries and wages                                         | 6,250,578           | 5,472,867           | 777,711                     |
| Travel                                                     | 18,483              | 15,189              | 3,294                       |
| Freight                                                    | 804,768             | 767,616             | 37,152                      |
| Communications                                             | 154,564             | 106,401             | 48,163                      |
| Heat, light, and power                                     | 410,659             | 411,687             | -1,028                      |
| Rental of buildings and equipment                          | 390,045             | 421,384             | -31,339                     |
| Materials and supplies                                     | 198,013             | 180,346             | 17,667                      |
| Employer's share of group life insurance                   | 156,504             | 150,348             | 6,156                       |
| Employer's share of group health insurance                 | 403,012             | 389,509             | 13,503                      |
| Employer's share of Civil Service retirement               | 2,866,998           | 2,733,560           | 133,438                     |
| Depreciation <sup>b</sup>                                  | 1,653,887           | 1,571,048           | 82,839                      |
| Miscellaneous expenses                                     | <u>342,364</u>      | <u>263,628</u>      | <u>78,736</u>               |
| Total other expenses                                       | <u>13,649,875</u>   | <u>12,483,583</u>   | <u>1,166,292</u>            |
| Total direct costs and other expenses                      | <u>135,899,332</u>  | <u>134,325,192</u>  | <u>1,574,140</u>            |
| Net gain from printing and binding operations <sup>b</sup> | \$ <u>1,573,889</u> | \$ <u>1,733,046</u> | \$ <u>-159,157</u>          |

Footnote explanations are on the following page.

GOVERNMENT PRINTING OFFICE  
REVOLVING FUND  
COMPARATIVE STATEMENT OF INCOME AND EXPENSE  
PRINTING AND BINDING OPERATIONS  
FISCAL YEARS ENDED JUNE 30, 1965, AND JUNE 30, 1964

Table 3 (Con.)

Footnote Explanations

<sup>a</sup>In fiscal year 1964 direct costs and other expenses applicable to the Sales of Publications Operations of the Revolving Fund were included in the itemized amounts shown under the heading "Expenses", and deducted as a single amount on the line "Direct costs and other expenses allocated to the Public Documents Division". These costs and expenses incurred for fiscal year 1965 (\$855,314) are not included in the statement and the itemized amounts for fiscal year 1964 (\$766,103) have been adjusted for comparative purposes.

<sup>b</sup>Does not include depreciation on building structures which is specifically excluded from the Government Printing Office Revolving Fund by law (44 U.S.C. 63).

GOVERNMENT PRINTING OFFICE  
REVOLVING FUND  
COMPARATIVE STATEMENT OF INCOME AND EXPENSE  
SALES OF PUBLICATIONS OPERATIONS  
FISCAL YEARS ENDED JUNE 30, 1965 AND JUNE 30, 1964

Table 4

|                                                                    | <u>Fiscal year<br/>1965</u> | <u>Fiscal year<br/>1964</u> | <u>Increase or<br/>decrease (-)</u> |
|--------------------------------------------------------------------|-----------------------------|-----------------------------|-------------------------------------|
| <b><u>REVOLVING FUND:</u></b>                                      |                             |                             |                                     |
| Sales                                                              | \$13,497,501                | \$11,707,006                | \$1,790,495                         |
| Cost of publications sold                                          | <u>5,432,957</u>            | <u>4,508,705</u>            | <u>924,252</u>                      |
| Gross profit                                                       | <u>8,064,544</u>            | <u>7,198,301</u>            | <u>866,243</u>                      |
| Other expenses:                                                    |                             |                             |                                     |
| Administrative <sup>a</sup>                                        | 855,314                     | 766,103                     | 89,211                              |
| Mailing costs                                                      | <u>887,770</u>              | <u>809,771</u>              | <u>77,999</u>                       |
| Total other expenses                                               | <u>1,743,084</u>            | <u>1,575,874</u>            | <u>167,210</u>                      |
| Other income:                                                      |                             |                             |                                     |
| Gratuitous revenues                                                | 891,927                     | 850,849                     | 41,078                              |
| Donated publications                                               | 130,180                     | 174,916                     | -44,736                             |
| Miscellaneous                                                      | <u>60,728</u>               | <u>55,091</u>               | <u>5,637</u>                        |
| Total other income                                                 | <u>1,082,835</u>            | <u>1,080,856</u>            | <u>1,979</u>                        |
| Income from sales of publi-<br>cations payable to U.S.<br>Treasury | 7,404,295                   | 6,703,283                   | 701,012                             |
| <b><u>OTHER FUNDS:</u></b>                                         |                             |                             |                                     |
| Salaries and expenses financed<br>from appropriated funds          | <u>3,282,648</u>            | <u>3,025,643</u>            | <u>257,005</u>                      |
| Net income from sales of<br>publications <sup>a</sup>              | <u>\$ 4,121,647</u>         | <u>\$ 3,677,640</u>         | <u>\$ 444,007</u>                   |

<sup>a</sup> Does not include depreciation of building structures which is specifically excluded from the Government Printing Office Revolving Fund by law (44 U.S.C. 63).

GOVERNMENT PRINTING OFFICE  
SUMMARY OF FUNDS PROVIDED BY OPERATIONS  
AND APPROPRIATIONS AND THEIR APPLICATION  
FISCAL YEAR ENDED JUNE 30, 1965

Table 6

**FUNDS PROVIDED:**

Printing and binding operations:

|                                         |               |               |
|-----------------------------------------|---------------|---------------|
| Printing and binding services performed | \$136,686,809 |               |
| Other income                            | 746,433       |               |
| Proceeds from sale of equipment, net    | <u>65,980</u> | \$137,499,222 |

Sales of publications:

|              |                  |            |
|--------------|------------------|------------|
| Sales        | 13,497,501       |            |
| Other income | <u>1,082,835</u> | 14,580,336 |

|                                        |                  |           |
|----------------------------------------|------------------|-----------|
| Decrease in cash                       | 1,635,024        |           |
| Decrease in deferred charges           | 30,007           |           |
| Increase in accrued salaries and wages | 305,332          |           |
| Increase in miscellaneous liabilities  | <u>1,803,715</u> | 3,774,078 |

Appropriations:

|                                                                                                                                                                                     |                  |                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------|
| Appropriation for Selection of Site and General Plans and Designs of Buildings                                                                                                      | 2,500,000        |                  |
| Appropriation for the Office of the Superintendent of Documents, Salaries and Expenses (including reimbursements of \$276,118 and recoveries of prior years obligations of \$6,584) | <u>5,844,702</u> | <u>8,344,702</u> |

|                      |  |                             |
|----------------------|--|-----------------------------|
| Total funds provided |  | <u><u>\$164,198,338</u></u> |
|----------------------|--|-----------------------------|

**FUNDS APPLIED:**

|                                                     |                  |               |
|-----------------------------------------------------|------------------|---------------|
| Printing and binding expense                        | \$135,899,332    |               |
| Less allowance for depreciation not requiring funds | <u>1,653,887</u> | \$134,245,445 |

|                                                                    |                  |            |
|--------------------------------------------------------------------|------------------|------------|
| Cost of publications sold                                          | 5,432,957        |            |
| Expenses of sales of publications financed from the Revolving Fund | 1,743,084        |            |
| Payments to U.S. Treasury of income from sales of publications     | <u>8,003,283</u> | 15,179,324 |

|                                              |                  |           |
|----------------------------------------------|------------------|-----------|
| Increase in accounts receivable and advances | 5,736,054        |           |
| Decrease in accounts payable                 | 166,850          |           |
| Increase in inventories                      | 1,064,032        |           |
| Purchase of equipment                        | <u>1,442,137</u> | 8,409,073 |

|                                                                                                                   |  |         |
|-------------------------------------------------------------------------------------------------------------------|--|---------|
| Expenditures from the Selection of Site and General Plans and Designs of Buildings fiscal year 1965 appropriation |  | 424,823 |
|-------------------------------------------------------------------------------------------------------------------|--|---------|

|                                                                                                                      |  |           |
|----------------------------------------------------------------------------------------------------------------------|--|-----------|
| Expenditures from the Office of the Superintendent of Documents Salaries and Expenses fiscal year 1965 appropriation |  | 5,636,522 |
|----------------------------------------------------------------------------------------------------------------------|--|-----------|

|                                                                                                                      |  |        |
|----------------------------------------------------------------------------------------------------------------------|--|--------|
| Expenditures from the Office of the Superintendent of Documents Salaries and Expenses fiscal year 1964 appropriation |  | 94,390 |
|----------------------------------------------------------------------------------------------------------------------|--|--------|

|                                                                                                                                  |  |         |
|----------------------------------------------------------------------------------------------------------------------------------|--|---------|
| Unobligated balance of the Selection of Site and General Plans and Designs of Buildings appropriation withdrawn by U.S. Treasury |  | 127,177 |
|----------------------------------------------------------------------------------------------------------------------------------|--|---------|

|                                                                                                                                      |  |               |
|--------------------------------------------------------------------------------------------------------------------------------------|--|---------------|
| Unobligated balance of the Office of the Superintendent of Documents Salaries and Expenses appropriations withdrawn by U.S. Treasury |  | <u>81,584</u> |
|--------------------------------------------------------------------------------------------------------------------------------------|--|---------------|

|                     |  |                             |
|---------------------|--|-----------------------------|
| Total funds applied |  | <u><u>\$164,198,338</u></u> |
|---------------------|--|-----------------------------|

GOVERNMENT PRINTING OFFICE  
PRINTING AND BINDING FOR CONGRESS  
STATUS OF APPROPRIATIONS

Table 7

|                                                              | <u>Fiscal Year</u>  |                     |                   | <u>Total</u>        |
|--------------------------------------------------------------|---------------------|---------------------|-------------------|---------------------|
|                                                              | <u>1965</u>         | <u>1964</u>         | <u>1963</u>       |                     |
| Expenditures                                                 | \$12,313,643        | \$16,255,509        | \$16,104,262      | \$44,673,414        |
| Estimated outstanding obligations                            | <u>6,186,357</u>    | <u>1,144,491</u>    | <u>295,738</u>    | <u>7,626,586</u>    |
| Total requirements                                           | 18,500,000          | 17,400,000          | 16,400,000        | 52,300,000          |
| Appropriations                                               | <u>15,500,000</u>   | <u>14,000,000</u>   | <u>15,800,000</u> | <u>45,300,000</u>   |
| Estimated deficiency, included in 1966 appropriation request | ---                 | 3,400,000           | 600,000           | 4,000,000           |
| Estimated deficiency, included in 1967 appropriation request | <u>3,000,000</u>    | <u>---</u>          | <u>---</u>        | <u>3,000,000</u>    |
| Total estimated deficiencies as of June 30, 1965             | <u>\$ 3,000,000</u> | <u>\$ 3,400,000</u> | <u>\$ 600,000</u> | <u>\$ 7,000,000</u> |

GOVERNMENT PRINTING OFFICE  
OFFICE OF THE SUPERINTENDENT OF DOCUMENTS  
STATUS OF APPROPRIATIONS

Table 8

|                                          | <u>Fiscal Year</u>       |                         |                       |
|------------------------------------------|--------------------------|-------------------------|-----------------------|
|                                          | <u>1965</u>              | <u>1964</u>             | <u>1963</u>           |
| Unexpended balances, July 1, 1964        | \$ ----                  | \$569,516               | \$5,581               |
| Appropriation:                           |                          |                         |                       |
| Salaries and expenses, 1965              | 5,562,000                | ----                    | ----                  |
| Reimbursements                           | <u>276,118</u>           | <u>29,737</u>           | <u>----</u>           |
| Total funds available                    | 5,838,118                | 599,253                 | 5,581                 |
| Unobligated balances withdrawn           | <u>75,000</u>            | <u>5,991</u>            | <u>594</u>            |
| Total obligated funds                    | 5,763,118                | 593,262                 | 4,987                 |
| Expenditures                             | <u>5,184,669</u>         | <u>565,088</u>          | <u>4,987</u>          |
| Undelivered orders                       | 126,497                  | ----                    | ----                  |
| Accounts payable and accrued liabilities | <u>451,952</u>           | <u>28,174</u>           | <u>----</u>           |
| Unpaid obligations, June 30, 1965        | <u>578,449</u>           | <u>28,174</u>           | <u>----</u>           |
| Less reimbursements receivable           | <u>56,988</u>            | <u>427</u>              | <u>----</u>           |
| Unexpended balances, June 30, 1965       | \$ <u><u>521,461</u></u> | \$ <u><u>27,747</u></u> | \$ <u><u>----</u></u> |

GOVERNMENT PRINTING OFFICE  
OFFICE OF THE SUPERINTENDENT OF DOCUMENTS  
STATEMENT OF COSTS AND OBLIGATIONS  
FISCAL YEAR 1965 - APPROPRIATED FUNDS  
AS OF JUNE 30, 1965

Table 9

|                                            | <u>Total</u>       | <u>Program by activities</u>        |                                                      |                                                      |                                          |
|--------------------------------------------|--------------------|-------------------------------------|------------------------------------------------------|------------------------------------------------------|------------------------------------------|
|                                            |                    | <u>Sales<br/>distri-<br/>bution</u> | <u>Distri-<br/>bution<br/>for other<br/>agencies</u> | <u>Depository<br/>library<br/>distri-<br/>bution</u> | <u>Catalog-<br/>ing and<br/>indexing</u> |
| Personnel compensation                     | \$3,606,388        | \$2,427,504                         | \$ 784,332                                           | \$ 157,152                                           | \$237,400                                |
| Personnel benefits                         | 193,149            | 140,226                             | 30,131                                               | 9,078                                                | 13,714                                   |
| Travel and transporta-<br>tion of persons  | 310                | -                                   | -                                                    | 310                                                  | -                                        |
| Transportation of<br>things                | 4,626              | 4,626                               | -                                                    | -                                                    | -                                        |
| Rent, communications<br>and utilities      | 191,527            | 78,842                              | 17,592                                               | 88,872                                               | 6,221                                    |
| Printing and repro-<br>duction             | 1,194,471          | 335,695                             | -                                                    | 781,807                                              | 76,969                                   |
| Other services                             | 151,089            | 111,050                             | 24,779                                               | 6,497                                                | 8,763                                    |
| Supplies and materials                     | 335,356            | 144,945                             | 175,685                                              | 11,928                                               | 2,798                                    |
| Equipment                                  | <u>54,094</u>      | <u>39,760</u>                       | <u>8,871</u>                                         | <u>2,326</u>                                         | <u>3,137</u>                             |
| Total costs <sup>a</sup>                   | 5,731,010          | 3,282,648                           | 1,041,390                                            | 1,057,970                                            | 349,002                                  |
| Net increase in undeli-<br>vered equipment | <u>32,108</u>      | <u>22,572</u>                       | <u>4,904</u>                                         | <u>- 569</u>                                         | <u>5,201</u>                             |
| Total obligations                          | <u>\$5,763,118</u> | <u>\$3,305,220</u>                  | <u>\$1,046,294</u>                                   | <u>\$1,057,401</u>                                   | <u>\$354,203</u>                         |

<sup>a</sup> Exclusive of expenses of \$1,743,084 financed from revenues from sales of publications.

GOVERNMENT PRINTING OFFICE  
STATEMENT OF CHANGES IN INVESTMENT  
OF UNITED STATES GOVERNMENT  
FISCAL YEAR ENDED JUNE 30, 1965

Table 5

|                                                                                                                                                                                     | Revolving<br>fund   | Other funds <sup>a</sup> | Combined<br>funds   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------|---------------------|
| <b>BALANCE, JULY 1, 1964:</b>                                                                                                                                                       |                     |                          |                     |
| Capital                                                                                                                                                                             | \$44,815,383        | \$ 3,421,791             | \$48,237,174        |
| Retained earnings                                                                                                                                                                   | 12,867,044          | ---                      | 12,867,044          |
| Income from sales of publications payable to U.S. Treasury                                                                                                                          | <u>3,703,283</u>    | ---                      | <u>3,703,283</u>    |
|                                                                                                                                                                                     | <u>61,385,710</u>   | <u>3,421,791</u>         | <u>64,807,501</u>   |
| <b>ADDITIONS:</b>                                                                                                                                                                   |                     |                          |                     |
| Net income from printing and binding operations                                                                                                                                     | 1,573,889           | ---                      | 1,573,889           |
| Income from sales of publications payable to U.S. Treasury                                                                                                                          | 7,404,295           | ---                      | 7,404,295           |
| Appropriation for Selection of Site and General Plans and Designs of Buildings                                                                                                      | ---                 | 2,500,000                | 2,500,000           |
| Appropriation for the Office of the Superintendent of Documents, Salaries and Expenses (including reimbursements of \$276,118 and recoveries of prior years obligations of \$6,584) | ---                 | 5,844,702                | 5,844,702           |
| Net increase in equipment purchased from appropriation for the Office of the Superintendent of Documents Salaries and Expenses including current year depreciation                  | ---                 | <u>17,947</u>            | <u>17,947</u>       |
| Total additions                                                                                                                                                                     | <u>8,978,184</u>    | <u>8,362,649</u>         | <u>17,340,833</u>   |
| <b>REDUCTIONS:</b>                                                                                                                                                                  |                     |                          |                     |
| Payments to U.S. Treasury of income from sales of publications                                                                                                                      | 8,003,283           | ---                      | 8,003,283           |
| Depreciation on building structures and facilities                                                                                                                                  | ---                 | 121,867                  | 121,867             |
| Unobligated balance of the Selection of Site and General Plans and Designs of Buildings appropriation withdrawn by U.S. Treasury                                                    | ---                 | 127,177                  | 127,177             |
| Unobligated balance of the Office of the Superintendent of Documents Salaries and Expenses appropriations withdrawn by U.S. Treasury                                                | ---                 | 81,584                   | 81,584              |
| Expenditures from the Office of the Superintendent of Documents Salaries and Expenses fiscal year 1965 appropriation                                                                | ---                 | 5,636,522                | 5,636,522           |
| Expenditures from the Office of the Superintendent of Documents Salaries and Expenses fiscal year 1964 appropriation                                                                | ---                 | 94,390                   | 94,390              |
| Expenditures from the Selection of Site and General Plans and Designs of Buildings fiscal year 1965 appropriation                                                                   | ---                 | 424,823                  | 424,823             |
| Net increase in liability for employees' annual leave, Office of the Superintendent of Documents, Salaries and Expenses appropriation                                               | ---                 | <u>10,722</u>            | <u>10,722</u>       |
| Total reductions                                                                                                                                                                    | <u>8,003,283</u>    | <u>6,497,085</u>         | <u>14,500,368</u>   |
| <b>BALANCE, JUNE 30, 1965:</b>                                                                                                                                                      |                     |                          |                     |
| Capital                                                                                                                                                                             | 44,815,383          | 5,287,355                | 50,102,738          |
| Retained earnings                                                                                                                                                                   | 14,440,933          | ---                      | 14,440,933          |
| Income from sales of publications payable to U.S. Treasury                                                                                                                          | <u>3,104,295</u>    | ---                      | <u>3,104,295</u>    |
|                                                                                                                                                                                     | <u>\$62,360,611</u> | <u>\$ 5,287,355</u>      | <u>\$67,647,966</u> |

<sup>a</sup>Other funds consists of the Office of the Superintendent of Documents Salaries and Expenses appropriations; Selection of Site and General Plans and Designs of Buildings appropriation; and the value of building structures and land which is specifically excluded from the Government Printing Office Revolving Fund by law (44 U.S.C. 63).

GOVERNMENT PRINTING OFFICE  
 REVOLVING FUND  
 STATEMENT OF NET CHANGE IN ASSETS AND LIABILITIES  
 FROM INCEPTION OF REVOLVING FUND THROUGH JUNE 30, 1965

|                                 | <u>June 30, 1965</u> | <u>July 1, 1953</u> <sup>a</sup> | <u>Increase or<br/>decrease (-)</u> |
|---------------------------------|----------------------|----------------------------------|-------------------------------------|
| Cash                            | \$11,384,367         | \$15,993,702                     | \$-4,609,335                        |
| Noncash current assets          | <u>55,443,878</u>    | <u>28,511,814</u>                | <u>26,932,064</u>                   |
| Current assets                  | 66,828,245           | 44,505,516                       | 22,322,729                          |
| Less current liabilities        | <u>15,094,177</u>    | <u>13,846,687</u>                | <u>1,247,490</u>                    |
| Working capital                 | <u>51,734,068</u>    | <u>30,658,829</u>                | <u>21,075,239</u>                   |
| Fixed assets                    | 26,722,208           | 13,617,677                       | 13,104,531                          |
| Less allowance for depreciation | <u>16,095,665</u>    | <u>8,351,561</u>                 | <u>7,744,104</u>                    |
| Net fixed assets                | <u>10,626,543</u>    | <u>5,266,116</u>                 | <u>5,360,427</u>                    |
| Investment of U.S. Government   | <u>\$62,360,611</u>  | <u>\$35,924,945</u>              | <u>\$26,435,666</u>                 |

<sup>a</sup> Capitalization as of July 1, 1953, less subsequent adjustments for revaluations of assets and funds returned to U. S. Treasury.

GOVERNMENT PRINTING OFFICE  
OFFICE OF SUPERINTENDENT OF DOCUMENTS  
SALARIES AND EXPENSES APPROPRIATION - 0450201  
FINANCIAL CONDITION - JUNE 30, 1965

ASSETS

|                                  |                |                  |
|----------------------------------|----------------|------------------|
| Current assets:                  |                |                  |
| Cash                             | \$521,461      |                  |
| Accounts receivable              | <u>57,087</u>  | \$578,548        |
| Fixed assets:                    |                |                  |
| Equipment                        | 695,334        |                  |
| Less: Allowance for Depreciation | <u>452,086</u> | <u>243,248</u>   |
| TOTAL ASSETS                     |                | <u>\$821,796</u> |

LIABILITIES AND INVESTMENT  
OF U.S. GOVERNMENT

|                                                        |                |                  |
|--------------------------------------------------------|----------------|------------------|
| Current liabilities:                                   |                |                  |
| Accounts payable                                       | \$451,952      |                  |
| Other liabilities:                                     |                |                  |
| Employees' annual leave                                | <u>197,379</u> | \$649,331        |
| Investment of U.S. Government:                         |                |                  |
| Invested capital                                       | 45,968         |                  |
| Unexpended appropriation                               | <u>126,497</u> | <u>172,465</u>   |
| TOTAL LIABILITIES AND INVESTMENT<br>OF U.S. GOVERNMENT |                | <u>\$821,796</u> |

GOVERNMENT PRINTING OFFICE  
OFFICE OF SUPERINTENDENT OF DOCUMENTS  
SALARIES AND EXPENSES APPROPRIATION - 0440201  
FINANCIAL CONDITION - JUNE 30, 1965

ASSETS

Current assets:

|                     |            |
|---------------------|------------|
| Cash                | \$27,747   |
| Accounts receivable | <u>427</u> |

TOTAL ASSETS

\$28,174

LIABILITIES AND INVESTMENT  
OF U.S. GOVERNMENT

Current liabilities:

|                  |          |
|------------------|----------|
| Accounts payable | \$28,174 |
|------------------|----------|

Investment of U.S. Government:

|                          |            |
|--------------------------|------------|
| Unexpended appropriation | <u>-0-</u> |
|--------------------------|------------|

TOTAL LIABILITIES AND INVESTMENT  
OF U.S. GOVERNMENT

\$28,174

STATEMENT OF CLASSES AND BILLINGS FOR WORK - FISCAL YEAR 1965  
GOVERNMENT PRINTING OFFICE, FIELD SERVICE OFFICES, AND COMMERCIALY PROCURED WORK

| Class of Work                                          | Number of<br>Copies   | Number of<br>Reproduced<br>Pages<br>Printed | Number of<br>Type<br>Pages<br>Printed | Number of<br>Publications<br>Bound | Amount<br>Billed        |
|--------------------------------------------------------|-----------------------|---------------------------------------------|---------------------------------------|------------------------------------|-------------------------|
| Congressional Record.....                              | 8,005,309             | -----                                       | 58,971                                | 34,083                             | \$ 3,137,758.42         |
| Federal Register.....                                  | 4,331,315             | 790                                         | 21,673                                | 4,498                              | 1,210,777.85            |
| Supplement to the Code of<br>Federal Regulations.....  | 175,907               | 10,378                                      | 19,630                                | 2,002                              | 324,441.94              |
| Official Gazette.....                                  | 385,001               | 12,552                                      | 5,624                                 | -----                              | 400,965.71              |
| Specifications of Patents,<br>Trademarks, & Designs... | 8,854,222             | -----                                       | 208,605                               | -----                              | 3,610,657.55            |
| Miscellaneous Publications.                            | 899,819,770           | 3,139,760                                   | 829,325                               | 996,271                            | 64,172,970.39           |
| Postal Cards.....                                      | 1,072,695,000         | -----                                       | -----                                 | -----                              | 930,705.21              |
| Aerogrammes.....                                       | 40,000,000            | -----                                       | -----                                 | -----                              | 154,763.55              |
| Catalog Cards.....                                     | 60,814,733            | -----                                       | -----                                 | -----                              | 640,557.15              |
| Tabulating Cards.....                                  | 5,226,969,447         | -----                                       | -----                                 | -----                              | 4,178,684.29            |
| Letterheads and Envelopes..                            | 337,423,112           | -----                                       | -----                                 | -----                              | 1,328,412.12            |
| Forms, Notices and Cards...                            | 5,970,476,583         | -----                                       | -----                                 | -----                              | 14,849,916.78           |
| Multi-Forms.....                                       | 1,502,778,348         | -----                                       | -----                                 | -----                              | 13,551,227.77           |
| Blank Books.....                                       | 6,621,058             | -----                                       | -----                                 | -----                              | 1,661,551.60            |
| Miscellaneous Binding.....                             | 62,307                | -----                                       | -----                                 | -----                              | 509,176.37              |
| Binders.....                                           | 777,981               | -----                                       | -----                                 | -----                              | 398,255.26              |
| Miscellaneous.....                                     | -----                 | -----                                       | -----                                 | -----                              | 3,240,774.06            |
| Blank Paper.....                                       | -----                 | -----                                       | -----                                 | -----                              | 10,928,066.86           |
| Supplies and Services.....                             | -----                 | -----                                       | -----                                 | -----                              | 91,969.07               |
| <b>Total</b>                                           | <b>15,140,190,093</b> | <b>3,163,480</b>                            | <b>1,143,828</b>                      | <b>1,036,854</b>                   | <b>125,321,631.95</b>   |
| G.P.O. Departmental<br>Service Office.....             | 204,645,091           | .....                                       | .....                                 | .....                              | 2,907,461.98            |
| Field Service Offices.....                             | 597,263,755           | .....                                       | .....                                 | .....                              | 3,332,741.37            |
| <b>GRAND TOTAL.....</b>                                | <b>15,942,098,939</b> | <b>3,163,480</b>                            | <b>1,143,828</b>                      | <b>1,036,854</b>                   | <b>\$131,561,835.30</b> |

(Continued)

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Breakdown of the Amount Billed:

|                                                                                                         |                     |                                 |
|---------------------------------------------------------------------------------------------------------|---------------------|---------------------------------|
| Value of Work Produced and Performed by the G.P.O. Central Office<br>including paper and materials..... |                     | \$ 62,499,150.86                |
| Value of Outside Printing.....                                                                          | \$ 48,927,344.06    |                                 |
| Value of Paper Furnished Contractors.....                                                               | <u>2,967,070.17</u> |                                 |
| Total Value of Outside Printing.....                                                                    |                     | 51,894,414.23                   |
| Blank Paper.....                                                                                        |                     | 10,928,066.86                   |
| G.P.O. Departmental Service Office.....                                                                 | 2,907,461.98        |                                 |
| Field Service Offices.....                                                                              | <u>3,332,741.37</u> |                                 |
| Total Field and Departmental Service Office.....                                                        |                     | <u>6,240,203.35</u>             |
| Total Amount Billed.....                                                                                |                     | \$ <u><u>131,561,835.30</u></u> |

STATEMENT OF CLASSES AND BILLINGS FOR WORK - FISCAL YEAR 1965  
GOVERNMENT PRINTING OFFICE EXCLUSIVE OF WORK PERFORMED BY THE GOVERNMENT  
PRINTING OFFICE ON COMMERCIALLY PROCURED WORK

| Class of Work                                           | Number of<br>Copies         | Number of<br>Reproduced<br>Pages<br>Printed | Number of<br>Type<br>Pages<br>Printed | Number of<br>Publications<br>Bound | Amount<br>Billed               |
|---------------------------------------------------------|-----------------------------|---------------------------------------------|---------------------------------------|------------------------------------|--------------------------------|
| Congressional Record.....                               | 8,005,309                   | -----                                       | 58,971                                | 34,083                             | \$ 3,137,758.42                |
| Federal Register.....                                   | 4,331,315                   | 790                                         | 21,673                                | 4,498                              | 1,210,777.85                   |
| Supplement to the Code of<br>Federal Regulations.....   | 175,907                     | 10,378                                      | 19,630                                | 2,002                              | 324,441.94                     |
| Official Gazette.....                                   | 385,001                     | 12,552                                      | 5,624                                 | -----                              | 400,965.71                     |
| Specifications of Patents,<br>Trademarks & Designs..... | 8,854,222                   | -----                                       | 208,605                               | -----                              | 3,610,657.55                   |
| Miscellaneous Publications.....                         | 465,844,247                 | 1,025,857                                   | 711,275                               | 851,586                            | 39,710,516.16                  |
| Postal Cards.....                                       | 1,072,695,000               | -----                                       | -----                                 | -----                              | 930,705.21                     |
| Aerogrammes.....                                        | 40,000,000                  | -----                                       | -----                                 | -----                              | 154,763.55                     |
| Catalog Cards.....                                      | 60,814,733                  | -----                                       | -----                                 | -----                              | 640,557.15                     |
| Letterheads & Envelopes....                             | 246,991,048                 | -----                                       | -----                                 | -----                              | 1,142,271.30                   |
| Forms, Notices and Cards...                             | 3,213,526,982               | -----                                       | -----                                 | -----                              | 6,559,068.60                   |
| Multi-Forms.....                                        | -----                       | -----                                       | -----                                 | -----                              | -----                          |
| Blank Books.....                                        | 4,918,159                   | -----                                       | -----                                 | -----                              | 1,258,241.77                   |
| Miscellaneous Binding.....                              | 62,307                      | -----                                       | -----                                 | -----                              | 509,176.37                     |
| Binders.....                                            | 564,893                     | -----                                       | -----                                 | -----                              | 212,825.82                     |
| Miscellaneous.....                                      | -----                       | -----                                       | -----                                 | -----                              | 2,329,047.10                   |
| Blank Paper.....                                        | -----                       | -----                                       | -----                                 | -----                              | 10,928,066.86                  |
| Supplies & Services.....                                | -----                       | -----                                       | -----                                 | -----                              | 91,969.07                      |
| <b>Total</b>                                            | <b><u>5,127,169,123</u></b> | <b><u>1,049,577</u></b>                     | <b><u>1,025,778</u></b>               | <b><u>892,169</u></b>              | <b><u>\$ 73,151,810.43</u></b> |
| G.P.O. Departmental                                     |                             |                                             |                                       |                                    |                                |
| Service Office.....                                     | 204,645,091                 | .....                                       | .....                                 | .....                              | 2,907,461.98                   |
| Field Service Offices.....                              | 597,263,755                 | .....                                       | .....                                 | .....                              | 3,332,741.37                   |
| <b>GRAND TOTAL.....</b>                                 | <b><u>5,929,077,969</u></b> |                                             |                                       |                                    | <b><u>\$ 79,392,013.78</u></b> |

**STATEMENT OF CLASSES AND BILLINGS FOR WORK - FISCAL YEAR 1965**  
**COMMERCIALY PROCURED WORK INCLUDING GOVERNMENT PRINTING OFFICE WORK PERFORMED THEREON**

| Class of Work                   | Number of<br>Copies          | Number of<br>Reproduced<br>Pages<br>Printed | Number of<br>Type<br>Pages<br>Printed | Number of<br>Publications<br>Bound | Amount<br>Billed               |
|---------------------------------|------------------------------|---------------------------------------------|---------------------------------------|------------------------------------|--------------------------------|
| Miscellaneous Publications..... | 433,975,523                  | 2,113,903                                   | 118,050                               | 144,685                            | \$ 24,462,454.23               |
| Tabulating Cards.....           | 5,226,969,447                | -----                                       | -----                                 | -----                              | 4,178,684.29                   |
| Letterheads & Envelopes.....    | 90,432,064                   | -----                                       | -----                                 | -----                              | 186,140.82                     |
| Forms, Notices & Cards.....     | 2,756,949,601                | -----                                       | -----                                 | -----                              | 8,290,848.18                   |
| Multi-Forms.....                | 1,502,778,348                | -----                                       | -----                                 | -----                              | 13,551,227.77                  |
| Blank Books.....                | 1,702,899                    | -----                                       | -----                                 | -----                              | 403,309.83                     |
| Binders.....                    | 213,088                      | -----                                       | -----                                 | -----                              | 185,429.44                     |
| Miscellaneous.....              | -----                        | -----                                       | -----                                 | -----                              | 911,726.96                     |
| <b>Total.....</b>               | <b><u>10,013,020,970</u></b> | <b><u>2,113,903</u></b>                     | <b><u>118,050</u></b>                 | <b><u>144,685</u></b>              | <b><u>\$ 52,169,821.52</u></b> |

**Breakdown of the Amount Billed:**

|                                                                                                                          |                                |
|--------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Value of Outside Printing (Based on finished work value).....                                                            | \$ 48,927,344.06               |
| Value of Paper furnished Contractors (Based on amounts billed and the<br>value of paper issued).....                     | 2,967,070.17                   |
| Value of Work Performed by the Government Printing Office including<br>Paper used in the Government Printing Office..... | <u>275,407.29</u>              |
| <b>TOTAL.....</b>                                                                                                        | <b>\$ <u>52,169,821.52</u></b> |

BILLINGS TO CONGRESS AND FEDERAL AGENCIES  
FISCAL YEAR 1965

CONGRESS

|                                                       |                     |                  |
|-------------------------------------------------------|---------------------|------------------|
| Congressional Record.....                             | \$ 3,137,758.42     |                  |
| Miscellaneous Publications.....                       | 1,291,571.06        |                  |
| Miscellaneous Printing and Binding.....               | 2,035,076.67        |                  |
| Publications for International Exchange.....          | 170,910.79          |                  |
| Franked Envelopes.....                                | 417,124.17          |                  |
| Document Franks.....                                  | 23,381.99           |                  |
| House and Senate Calendars.....                       | 818,561.20          |                  |
| Bills, Resolutions and Amendments.....                | 1,522,180.85        |                  |
| Committee Reports.....                                | 643,046.47          |                  |
| Documents.....                                        | 800,182.95          |                  |
| Hearings.....                                         | 4,171,654.84        |                  |
| Federal Register.....                                 | 1,210,777.85        |                  |
| Supplement to The Code of Federal<br>Regulations..... | 324,441.94          |                  |
| Committee Prints.....                                 | <u>1,343,474.63</u> |                  |
| Total.....                                            |                     | \$ 17,910,143.83 |
| Administrative Office of the U.S. Courts.....         |                     | 60,988.64        |
| Agriculture.....                                      |                     | 4,799,006.15     |
| Air Force.....                                        |                     | 12,860,304.30    |
| Air Force Systems Command.....                        |                     | 265,697.73       |
| American Battle Monuments Commission.....             |                     | 1,694.54         |
| Army.....                                             |                     | 20,922,702.36    |
| Atomic Energy Commission.....                         |                     | 514,780.23       |
| Board of Governors of The Federal Reserve System..... |                     | 2,255.01         |
| Bureau of the Budget.....                             |                     | 293,281.56       |
| Central Intelligence Agency.....                      |                     | 473,541.85       |
| Civil Aeronautics Board.....                          |                     | 87,849.25        |
| Civil Service Commission.....                         |                     | 707,073.63       |
| Commerce.....                                         |                     | 7,435,970.15     |
| Commission of Fine Arts.....                          |                     | 1,338.12         |
| Council of Economic Advisers.....                     |                     | 31,204.80        |
| Court of Claims.....                                  |                     | 110,417.37       |
| Court of Customs and Patent Appeals.....              |                     | 14,991.80        |
| Defense Documentation Center.....                     |                     | 64,033.97        |
| Defense Supply Agency.....                            |                     | 2,799,769.23     |
| Department of Defense.....                            |                     | 5,677.60         |
| District of Columbia.....                             |                     | 166,306.74       |
| Export-Import Bank of Washington.....                 |                     | 21,620.41        |
| Farm Credit Administration.....                       |                     | 11,746.44        |
| Federal Aviation Agency.....                          |                     | 1,090,477.08     |
| Federal Coal Mine Safety Board Review.....            |                     | 18.21            |
| Federal Communications Commission.....                |                     | 156,443.17       |
| Federal Deposit Insurance Corporation.....            |                     | 14,519.67        |

|                                                              |               |
|--------------------------------------------------------------|---------------|
| Federal Home Loan Bank Board.....                            | \$ 38,519.65  |
| Federal Maritime Commission.....                             | 9,947.70      |
| Federal Mediation and Conciliation Service.....              | 19,682.19     |
| Federal Power Commission.....                                | 256,308.48    |
| Federal Trade Commission.....                                | 73,605.19     |
| Foreign Claims Settlement Commission.....                    | 15,573.20     |
| General Accounting Office.....                               | 137,828.10    |
| General Services Administration.....                         | 6,840,438.12  |
| Government Printing Office-Sale of Government Publications.. | 5,830,750.81  |
| Government Printing Office-Superintendent of Documents.....  | 1,817,644.24  |
| Health, Education and Welfare.....                           | 5,112,571.67  |
| House and Senate-Stationery Room.....                        | 37,332.98     |
| Housing and Home Finance Agency.....                         | 850,797.21    |
| Indian Claims Commission.....                                | 57.45         |
| Interior.....                                                | 3,754,858.38  |
| Interstate Commerce Commission.....                          | 213,210.27    |
| Joint Publications Research Service.....                     | 24,913.22     |
| Justice.....                                                 | 1,320,756.03  |
| Labor.....                                                   | 1,403,429.53  |
| Library of Congress.....                                     | 628,669.31    |
| Library of Congress Branch.....                              | 1,016,335.90  |
| National Academy of Science.....                             | 1,571.89      |
| National Aeronautics and Space Administration.....           | 1,523,517.99  |
| National Capital Housing Authority.....                      | 11,412.12     |
| National Capital Planning Commission.....                    | 3,237.06      |
| National Capital Transportation Agency.....                  | 1,202.29      |
| National Forest Reservation Commission.....                  | 30.00         |
| National Gallery of Art.....                                 | 9,924.85      |
| National Labor Relations Board.....                          | 312,402.15    |
| National Mediation Board.....                                | 6,223.57      |
| National Science Foundation.....                             | 122,589.73    |
| National Security Agency.....                                | 843,619.53    |
| National Security Council.....                               | 1,297.25      |
| Navy.....                                                    | 11,715,778.72 |
| Office of Aerospace Research.....                            | 92,128.37     |
| Office of Economic Opportunity.....                          | 79,842.78     |
| Office of Emergency Planning.....                            | 39,905.69     |
| Office of Science and Technology.....                        | 3,335.57      |
| Panama Canal Company.....                                    | 22,493.10     |
| Pan American Union.....                                      | 5,805.13      |
| Peace Corps.....                                             | 7,160.42      |
| Post Office.....                                             | 4,984,804.01  |
| Private Orders.....                                          | 162,669.08    |
| Railroad Retirement Board.....                               | 3,164.63      |
| Renegotiation Board.....                                     | 4,521.75      |

|                                                  |                         |
|--------------------------------------------------|-------------------------|
| St. Lawrence Seaway Development Corporation..... | \$ 1,062.27             |
| Securities and Exchange Commission.....          | 57,127.59               |
| Selective Service System.....                    | 208,158.13              |
| Small Business Administration.....               | 240,995.09              |
| Smithsonian Institution.....                     | 345,752.04              |
| State.....                                       | 1,155,605.77            |
| Subversive Activities Control Board.....         | 1,234.42                |
| Supreme Court of the United States.....          | 154,494.26              |
| Tariff Commission.....                           | 25,411.24               |
| Tax Court of the United States.....              | 11,904.38               |
| Tennessee Valley Authority.....                  | 8,423.72                |
| Treasury.....                                    | 7,496,858.46            |
| U.S. Information Agency.....                     | 482,618.43              |
| Veterans' Administration.....                    | 1,091,386.30            |
| White House.....                                 | <u>95,082.05</u>        |
| GRAND TOTAL.....                                 | <u>\$131,561,835.30</u> |

Table 17

PUBLICATIONS FURNISHED CONGRESS, EXECUTIVE DEPARTMENTS,  
AND INDEPENDENT GOVERNMENT ESTABLISHMENTS  
FISCAL YEAR 1965

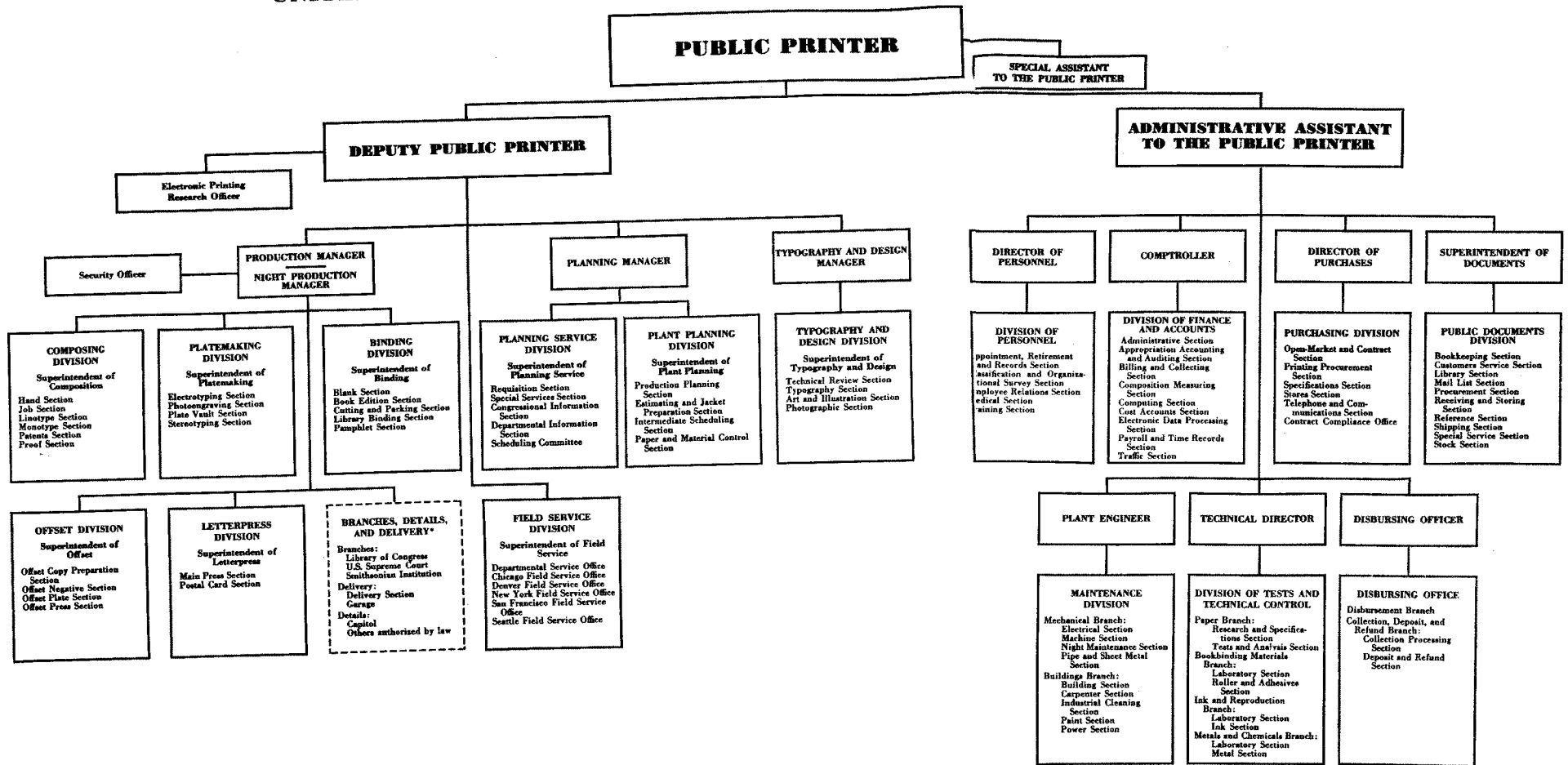
|                                                                    |             |
|--------------------------------------------------------------------|-------------|
| Congress.....                                                      | 44,095,693  |
| Administrative Office of the U.S. Courts.....                      | 182,401     |
| Agriculture.....                                                   | 41,547,935  |
| Air Force.....                                                     | 63,817,545  |
| Air Force Systems Command.....                                     | 114,100     |
| American Battle Monuments Commission.....                          | 10,230      |
| Army.....                                                          | 230,531,151 |
| Atomic Energy Commission.....                                      | 650,845     |
| Board of Governors of the Federal Reserve System.....              | 18,138      |
| Bureau of the Budget.....                                          | 465,500     |
| Central Intelligence Agency.....                                   | 159,119     |
| Civil Aeronautics Board.....                                       | 15,779      |
| Civil Service Commission.....                                      | 20,542,808  |
| Commerce.....                                                      | 15,593,247  |
| Commission of Fine Arts.....                                       | 2,865       |
| Council of Economic Advisors.....                                  | 11,535      |
| Court of Claims.....                                               | 142,032     |
| Court of Customs and Patent Appeals.....                           | 938         |
| Defense Documentation Center.....                                  | 97,911      |
| Defense Supply Agency.....                                         | 14,753,590  |
| District of Columbia.....                                          | 35,261      |
| Export-Import Bank of Washington.....                              | 16,622      |
| Farm Credit Administration.....                                    | 20,883      |
| Federal Aviation Agency.....                                       | 3,832,967   |
| Federal Coal Mine Safety Board of Review.....                      | 60          |
| Federal Communications Commission.....                             | 175,516     |
| Federal Deposit Insurance Corporation.....                         | 23,863      |
| Federal Home Loan Bank Board.....                                  | 34,084      |
| Federal Maritime Commission.....                                   | 21,169      |
| Federal Mediation and Conciliation Service.....                    | 17,980      |
| Federal Power Commission.....                                      | 146,611     |
| Federal Trade Commission.....                                      | 99,241      |
| Foreign Claims Settlement Commission.....                          | 20,492      |
| General Accounting Office.....                                     | 319,217     |
| General Services Administration.....                               | 22,445,988  |
| Government Printing Office Sale of Government<br>Publications..... | 39,474,283  |
| Government Printing Office Superintendent of<br>Documents.....     | 58,014,642  |
| Health, Education & Welfare.....                                   | 44,198,362  |
| House and Senate - Stationery Room.....                            | ----        |
| Housing and Home Finance Agency.....                               | 2,237,262   |
| Indian Claims Commission.....                                      | 107         |
| Interior.....                                                      | 26,142,391  |
| Interstate Commerce Commission.....                                | 109,774     |
| Justice.....                                                       | 2,707,737   |

Table 17 (Con.)

- 2 -

|                                                    |                |
|----------------------------------------------------|----------------|
| Labor.....                                         | 11,960,295     |
| Library of Congress.....                           | 404,395        |
| Library of Congress Branch.....                    | 47,475         |
| National Academy of Science.....                   | 4,400          |
| National Aeronautics and Space Administration..... | 6,065,801      |
| National Capital Housing Authority.....            | 2,169          |
| National Capital Planning Commission.....          | 4,035          |
| National Capital Transportation Agency.....        | 15,702         |
| National Forest Reservation Commission.....        | 1,600          |
| National Gallery of Art.....                       | 115,007        |
| National Labor Relations Board.....                | 167,894        |
| National Mediation Board.....                      | 3,766          |
| National Science Foundation.....                   | 275,998        |
| National Security Agency.....                      | 2,556          |
| National Security Council.....                     | 635            |
| Navy.....                                          | 53,772,770     |
| Office of Aerospace Research.....                  | 27,600         |
| Office of Economic Opportunity.....                | 236,155        |
| Office of Emergency Planning.....                  | 585,127        |
| Office of Science and Technology.....              | 6,070          |
| Panama Canal Company.....                          | 8,178          |
| Pan American Union.....                            | 4              |
| Peace Corps.....                                   | 51,621         |
| Post Office.....                                   | 20,847,452     |
| Private Orders.....                                | 19,420,562     |
| Railroad Retirement Board.....                     | 9,399          |
| Renegotiation Board.....                           | 22,805         |
| St. Lawrence Seaway Development Corporation.....   | 1,084          |
| Securities and Exchange Commission.....            | 125,316        |
| Selective Service System.....                      | 2,060,769      |
| Small Business Administration.....                 | 3,343,088      |
| Smithsonian Institution.....                       | 166,094        |
| State.....                                         | 8,989,056      |
| Subversive Activities Control Board.....           | 3,661          |
| Supreme Court of the United States.....            | 451,960        |
| Tariff Commission.....                             | 13,130         |
| Tax Court of the United States.....                | 3,358          |
| Tennessee Valley Authority.....                    | 62,493         |
| Treasury.....                                      | 144,459,465    |
| U.S. Information Agency.....                       | 635,191        |
| Veterans' Administration.....                      | 14,217,139     |
| White House.....                                   | <u>132,375</u> |
| TOTAL.....                                         | 921,571,524    |

# UNITED STATES GOVERNMENT PRINTING OFFICE ORGANIZATION CHART



| GOVERNMENT PRINTING OFFICE ADVISORY BOARDS AND COMMITTEES REPORT TO THE PUBLIC PRINTER                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>APPRENTICE TRAINING REVIEW BOARD</b><br>Director of Personnel (Chairman)<br>Chief, Training Section<br>Plant Engineer<br>Production Manager<br>Superintendents of Production Division<br>Supervisor, Apprentice Training (Secretary)<br><b>**BOARD OF CONDEMNATION</b><br>Deputy Public Printer (Chairman)<br>Representative of Joint Committee on Printing<br>Superintendent of Composition | <b>**BOARD OF INSPECTION--BUNDLING MATERIAL</b><br>Deputy Public Printer (Chairman)<br>Representative of Joint Committee on Printing<br>Superintendent of Binding<br><b>**BOARD OF INSPECTION--PAPER, ETC.</b><br>Deputy Public Printer (Chairman)<br>Representative of Joint Committee on Printing<br>Superintendent of Composition<br><b>BOARD OF SURVEY</b><br>Comptroller (Chairman)<br>Director of Purchases<br>Plant Engineer | <b>EXECUTIVE SAFETY COMMITTEE</b><br>Plant Engineer (Chairman)<br>Chairman, Safety and Housekeeping Subcommittees<br>Comptroller<br>Director of Personnel<br>Director of Purchases<br>Medical Officer<br>Production Manager<br>Superintendent of Field Service<br>Safety Officer (Secretary)<br><b>SAFETY AND HOUSEKEEPING SUBCOMMITTEE</b><br>Assistant Production Manager (Chairman)<br>Assistant Plant Engineer<br>Chief, Employee Relations Section<br>Safety Officer (Secretary) | <b>INCENTIVE AWARDS COMMITTEE</b><br>Deputy Public Printer (Chairman)<br>Comptroller<br>Director of Personnel<br>Planning Manager<br>Plant Engineer<br>Production Manager<br>Safety Officer (Secretary)<br><b>INVESTIGATION AND ADVISORY BOARD</b><br>Chief, Employee Relations Section (Chairman)<br>Officials selected by the Director of Personnel | <b>MODERNIZATION OF MACHINERY AND EQUIPMENT COMMITTEE</b><br>Administrative Assistant to the Public Printer (Chairman)<br>Comptroller<br>Planning Manager<br>Production Manager<br>Plant Engineer<br>Production Manager<br>Printing Cost Investigator (Secretary)<br><b>PAPER DISPOSAL COMMITTEE</b><br>Representative of:<br>Division of Finance and Accounts<br>Planning Manager<br>Purchasing Division | <b>PAPER SPECIFICATIONS COMMITTEE</b><br>Director of Purchases (Chairman)<br>Chief Storekeeper<br>Deputy Comptroller<br>Planning Manager<br>Production Manager<br>Supervisor, Paper I<br>Technical Director<br>Procurement Assistant (Secretary)<br><b>POSTAL PLATECOMMITTEE</b><br>Security Officer and/or Technical Assistant<br>Superintendent of less<br>Superintendent of King | <b>STYLE MANUAL BOARD</b><br>Chairman and four active members authorized by the Public Printer with:<br>Foreman, Proof Section (day)<br>Foreman, Proof Section (night)<br>Planning Manager<br>Production Manager<br>Superintendent of Composition | <b>WASTE PAPER COMMITTEE</b><br>Director of Purchases (Chairman)<br>Assistant Technical Director<br>Chief Storekeeper<br>Comptroller |
| <b>CAFETERIA, RECREATION AND WELFARE ASSOCIATION</b><br>Cooperative organization of employees:<br>Board of Directors<br>General Committee<br>Recreation Adviser--Chief, Employee Relations Section<br>Recreation Division Council                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                   |                                                                                                                                      |

\*Each Branch, Detail and the Delivery Section report individually to the Production Manager.  
 \*\*Established by Printing Act of January 12, 1955. All other Boards and Committees established by the Public Printer.

Approved January 16, 1955

*James H. Harrison*  
 Public Printer

Financial Management Service  
General Accounting Branch  
Work In Process Section