

although it is indicated that the number sent to corporations and individuals will run into the millions. The Office of Price Administration, for example, has issued and requested statistical data on 7,715,229 report forms, exclusive of rationing forms and instructions.

Number of separate and distinct forms required to be answered by the public

<i>Agency or department</i>	<i>Number</i>
Agriculture.....	642
(Did not furnish figures for Agricultural Adjustment Administration, Farm Credit, or Bureau of Agricultural Economics.)	
Department of Commerce:	
Reconstruction Finance Corporation.....	87
Census Bureau.....	281
Bureau of Foreign and Domestic Commerce.....	46
Coast and Geodetic Survey.....	5
Civil Aeronautics Authority.....	138
Weather Bureau.....	12
Interior Department.....	530
Justice Department.....	27
Labor Department.....	227
Navy Department.....	48
State Department.....	27
Treasury Department.....	38
War Department.....	109
Executive Offices of the President:	
Office for Emergency Management:	
Alien Property Custodian.....	25
Coordinator of Inter-American Affairs.....	1
Economic Stabilization Board.....	2
Office of Civilian Defense.....	21
Office of Defense Transportation.....	60
Office of Scientific Research and Development.....	2
Office of War Information.....	12
War Manpower Commission.....	178
War Production Board.....	741
Board of Economic Warfare.....	71
Office of Price Administration.....	1,096
Civil Aeronautics Board.....	26
Board of Investigation and Research.....	28
Civil Service Commission.....	437
Employees' Compensation Commission.....	192
Federal Communications Commission.....	436
Federal Deposit Insurance Corporation.....	5
Federal Power Commission.....	62
Federal Security Agency.....	258
Federal Trade Commission.....	92
Interstate Commerce Commission.....	241
Library of Congress.....	78
Maritime Commission (War Shipping Board).....	32
National Archives.....	1
National Housing Agency.....	244
National Labor Relations Board.....	2
Railroad Retirement Board.....	229
Securities and Exchange Commission.....	138
Tariff Commission.....	28
Tennessee Valley Authority.....	6
Administrative Office of United States Courts.....	6
Veterans' Administration.....	10
Federal Works Agency:	
Office of Administrator.....	5
Public Roads Administration.....	43

Total of separate reports required by various agencies of the Government..... 7,025

(This does not include further information and reports asked for by letters and special requests.)

It would, of course, be a monumental task to analyze each of these carefully as to form and content, and this the committee could not accomplish without a long and exhaustive investigation, but the committee, after a careful survey, reports—

1. That there has been no attempt at uniformity of these numerous reports.

2. The purpose and use of many forms are not clear.

3. Identical information has been requested by several agencies.

4. The Budget Bureau's attempt at uniformity, simplicity, and conciseness has often been circumvented by the use of so-called "administrative forms," which requested statistical data at great length.

5. Many of the questions are couched in language too technical for the small businessman.

6. The forms were not constructed with a view toward saving the businessman or the Government time and money and, in many instances, have been prepared without regard to the accounting practices of the particular industry.

7. Where the purpose of the form is clear many superfluous questions have been added.

8. The investigation of the committee indicated that many of these reports serve no useful purpose; that a great many are filed away by governmental agencies, and the information contained therein is not tabulated.

The committee, of course, appreciates that some reports are necessary, but the vast number of reports requested, and the complexity and details of the questionnaires have, in the judgment of the committee, constituted a serious obstacle to the full utilization of the resources of the country for the war effort. Many business enterprises have been compelled to divert trained personnel from essential and important war work in order to prepare reports, many of which thereafter serve no useful purpose. War production is vastly more important than reports.

It is impossible to estimate the cost of preparing, analyzing, and tabulating these reports on the part of the Government, but this cost is necessarily high. The nearest approximate estimate that can be used is that of Mr. Joseph I. Lubin, former chairman of the War Production Board Committee for Review of Date Requests From Industry, who stated that the War Production Board had eliminated 20 percent of the existing forms and reports and, according to Mr. Lubin, has thereby released the equivalent of 15,000 men working every day, which means a saving of 30,000,000 man-hours a year now consumed in compiling such reports.

The War Production Board issued 741 questionnaires; therefore, the elimination of approximately 140 occasioned this saving in manpower, which, if applied to the entire number of more than 7,000, in similar ratio, the saving of manpower and cost would reach very great proportions.

Mr. Lubin stated that he hoped to reach an elimination of at least 40 percent of these reports. The committee are inclined to the opinion that 60 to 75 percent of the reports now required can be eliminated without in any way impairing the necessary records of the Government.