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EBAP/85/15
Supplement 1

January 23, 1985

To: Members of the Executive Board

From: The Secretary

Subject: Guidelines for Electronic Data Processing (EDP)
Support for Executive Directors' Offices

The attached memorandum is being circulated at the request of Mr. Zecchini. Mr. Zecchini has proposed that the amendments to the Guidelines for Electronic Data Processing (EDP) Support for Executive Directors' Offices suggested in his memorandum, together with the amendments to the Guidelines suggested in the memorandum from the Managing Director attached to EBAP/85/15, 1/18/85, should be taken up by the Committee on Executive Board Administrative Matters on a date suitable to its members.

Att: (1)

Other Distribution:
Department Heads





Office Memorandum

TO : The Secretary

DATE: January 23, 1985

FROM : S. Zecchini

SUBJECT: Guidelines for Electronic Data Processing (EDP)
Support for Executive Directors' Offices

I wish to draw the attention of the members of the Executive Board on the enclosed draft concerning the revision of Guidelines on the above subject. It is proposed that the enclosed memorandum, together with the document EBAP/85/15, distributed by the Secretary on January 18, be discussed by the Committee on Executive Board Administrative Matters in a date suitable to its members.

Enclosure



Proposed Amendments to the
"Guidelines for Electronic Data Processing (EDP) Support
of Executive Directors' Offices"

by Mr. S. Zecchini

Proposed changes are underlined in the text:

1. Word Processing equipment

As a rule, each Executive Director's office would be entitled to one word processor. Upon request, Executive Directors may obtain a second word processor, or a second screen terminal for the same printer. Currently the Fund finds it necessary to limit the choice of word processing equipment to four products: IBM Displaywriters, Lexitrons, NIB's and CPT's. The limitation on the choice of equipment is necessary to ensure that compatibility and technical support can be generally maintained while still permitting some degree of flexibility. Word processors are now being evaluated in the Fund's office automation pilot projects, and equipment recommendations will change as a result of these studies. Requests for word processing

equipment should be directed to the Executive Board Services Unit which will coordinate with the Bureau of Computing Services in advising offices on the equipment best suited to meet their needs.

2. Access to Fund EDP systems

It is proposed that Executive Directors' offices be endowed, upon request, of a personal computer or a terminal with dialing capability to access the Fund mainframe computer. Such an endowment could be made on a temporary or permanent basis, according to the need of each requesting office. In addition, Executive Directors who need computing services but do not wish to utilize the EDP facilities directly may request the Bureau of Computing Services to arrange for the staff of the Bureau to carry out the necessary work.

3. Access to data bases of member countries

Because of the technological difficulties and high costs likely to be involved in linking up to computers located outside of the United States, the Fund should not provide or pay for any facilities to enable Executive Directors to access data bases of member countries that appointed or elected them. Should an Executive Director decide that such access is necessary for the work of his

office, it would his responsibility to make the necessary arrangements with his authorities. The Bureau of Computing Services would be available to provide technical advice at the Fund's headquarters but not elsewhere.

