



**EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503**

**OFFICE OF FEDERAL  
PROCUREMENT POLICY**

May 25, 2000

**MEMORANDUM FOR AGENCY SENIOR PROCUREMENT EXECUTIVES  
AND THE DEPUTY UNDER SECRETARY  
OF DEFENSE (ACQUISITION REFORM)**

**FROM:** Deidre A. Lee /s/  
Administrator

**SUBJECT:** Recession of Monthly Reporting on Electronic Commerce Statistics to  
the General Services Administration

The purpose of this memorandum is to rescind OFPP's request (dated December 23, 1996) for monthly reporting to the General Services Administration's Electronic Commerce Program Office (ECPO) on certain electronic commerce (EC) activity. While ECPO's Online Statistical Reporting System has served as a successful tool to help streamline the reporting of EC information gathered by agencies, many agencies still lack the means to internally collect the data from their files easily and without significant cost consequences. Our goal is to migrate to improved measures and more cost effective collection processes that will support our overall efforts to manage for results.

We need to have useful EC metrics to measure whether the electronic applications applied to our transactions are effective. In this regard, as you know, the Procurement Executives Council (PEC) EC Committee developed questions last fall (in conjunction with OMB and representatives of the Chief Information Officers Council and the Chief Financial Officers Council) to assist in identifying trends in agency EC activities for FY 1999. I view this as a first step in improving the way we think about how progress should be gauged and urge you to actively participate as we build on these efforts.

With regard to data, as a general matter, collection of transactional information remains a challenge, since data reporting systems currently in place generally are not presently structured to capture this information in an efficient and comprehensive manner. The PEC is striving to meet this challenge through an initiative to re-engineer the Federal Procurement Data System into a management information system that takes better advantage of current technological capability, is easily accessible, and provides timely, relevant and reliable acquisition information to support critical agency business decision-making. It is important for your agency to actively engage in this initiative.

We will also be working towards improving other available data collection mechanisms that can provide greater insight into our EC activities. For example, we are working with GSA and the Small Business Administration (SBA) to assess how we can improve reporting on our purchase card activity including tracking transactions going to the small business community. In addition, it is our intention that the single point of entry (SPE) for access to open market business opportunities has the ability to capture activity, as appropriate, going through the SPE.

I appreciate your cooperation in these varied efforts to strengthen our metrics and management information processes. Questions regarding this memorandum should be directed to Julie Basile at (202) 395 - 4821 (email: [Julie\\_Basile@omb.eop.gov](mailto:Julie_Basile@omb.eop.gov)).