

**Forest Service Handbook
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**Forest Service Handbook 6609.12 – ADP Technical Approval Handbook
Chapter 10- Automated Data Processing Sources**

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Approved by: F. Dale Robertson, Chief

Date approved:

Responsible Staff:

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Digest: Following is an explanation of the changes throughout the directive by section.

This amendment is a reissuance of FSH 6609.12 to conform the format and structure of the Handbook to the requirements of electronic directive issuance.

This amendment makes no substantive changes to the text. The only changes made are those necessary to meet new format requirements or to correct spelling, punctuation, or unit names.

This Handbook is now available electronically in the National Information Center in the same format as the paper copy. Henceforth, amendments to this Handbook will be issued to Forest Service units electronically on a document basis.

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11 – General

There are two major sources of automated data processing services: The Federal Government and commercial firms. Educational institutions are considered to be commercial **sources**.

12 - Federal Automated Data Processing Sharing

Consider services and equipment of all Federal agencies and their contractors. The order of preference for sources of automated data processing (ADP) services is Forest Service, other Department of Agriculture agencies, and other Federal agencies.

The sharing of Forest Service ADP resources is limited to providing such facilities and/or services to other Government agencies and their contractors only when there is assurance that such sharing would in no way deter the accomplishment of Forest Service work.

13 - Excess Equipment

The General Services Administration requires the consideration of excess Government-owned automated data processing equipment as replacement for installed leased automated data processing equipment (ADPE), or in meeting new requirements if the excess owned ADPE is capable of fulfilling the system specifications at lower cost. An availability list is published approximately every 2 weeks to inform Federal agencies of available excess and exchange/sale ADPE. The availability list is distributed to Region, Station, and Area ADP coordinators and is obtainable by request from the General Services Administration (KHEE), Washington, D.C. 20405.

14 - Commercial Sources

Equipment and services available from sources other than the Federal Government and its contractors are designated commercial. Consider using commercial sources only if no Government installations are available to provide the required services or equipment.