

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120134-6  
REPORTS INVENTORY

CONTROL NO. DS/OL/SD 76  
XXXXXXXX

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

Allocation 23 Stock Status Report

2. TYPE OF REPORT

STATISTICAL  
 NARRATIVE  
 MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL  
 LOGISTICS  
 MEDICAL  
 TRAINING  
 SECURITY  
 FINANCE

ADMIN. GENERAL  
OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not number of copies)

1

7. FORMAT (memorandum, form computer print-out, etc)

Computer Print-Out

8. ADP PROCESSING

YES IF YES GIVE ADP PROCESSING NO.  
 NO 214

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level contributing information to report)

OCS, OC-SCD/MSB

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	= COST PER YEAR
GS-11	5.72	15	85.80	12	1,029.60

B. COSTS OF COMPUTER PRODUCED REPORTS

			.81	24	19.44
--	--	--	-----	----	-------

TOTAL COSTS PER YEAR

1,049.04

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report is required for the purpose of reviewing equipment in a repair or modification status and to remove this equipment on a current basis.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

RETAIN AS IS  OTHER (explain)  
 CHANGE  
 DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS DOLLARS  
STAT

16. DATE OF INVENTORY

25 Sept 70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120134-6

18. EXTENSION