

REPORTS INVENTORY

CONTROL NO.

SRB 9306

PREPARE IN DUPLICATE

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

930G V PAY HOSP TRAVS

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

1

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

D

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

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

C.P.O

8. ADP PROCESSING

YES IF YES GIVE ADP PROCESSING NO.
 NO H-01A

9. DIRECTIVE AUTHORITY REQUIRING REPORT

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

OCS/OPERATIONS

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 | HOURS PER REPORT | COST PER REPORT | TIMES PREPARED | COST PER YEAR |
|--------|-------------|------------------|-----------------|----------------|---------------|
| GS-063 | 4.21 | 143 | .60 | 26 | 15.60 |

B. COSTS OF COMPUTER PRODUCED REPORTS

| | | | | | |
|--|--|--|-----|----|------|
| | | | .25 | 26 | 6.50 |
|--|--|--|-----|----|------|

TOTAL COSTS PER YEAR

\$22.10

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.

14. FUTURE GOALS

PROPOSED BY COMPONENT FOR THIS REPORT

RETAIN AS IS
 CHANGE
 DISCONTINUE
 OTHER (explain)

ESTIMATED SAVINGS

MAN-HOURS DOLLARS

STAT

DATE OF INVENTORY

2 NOV 1979

Classification