

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120016-7

CONTROL NO. 60120016-7

PREPARE IN DUPLICATE

IDSS-3 SD 101, 22

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

SIGNIFICANT ACCOMPLISHMENTS

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

3

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

SEMIANNUAL

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

3

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

MEMORANDUM

8. ADP PROCESSING

YES IF YES GIVE ADP PROCESSING NO.
 NO

9. DIRECTIVE AUTHORITY REQUIRING REPORT

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

OL/SD/SMB/IDSS

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 13	\$8.06		3		\$24.18		2		\$48.36
GS 5	3.15		1		3.15		2		6.30

B. COSTS OF COMPUTER PRODUCED REPORTS

--	--	--	--	--	--	--	--	--	--

TOTAL COSTS PER YEAR

\$54.66

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.

To report each six months the significant accomplishments, trends, highlights, etc. of IDSS.

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

22 September 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120016-7

18. EXTENSION