

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120057-2

REPORTS INVENTORY

XXXXXXXXX DDS/OL/SD-8

PREPARE IN DUPLICATE

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

Ordnance 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

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

Semiannual

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

OAMS

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

Dispatch

8. ADP PROCESSING

YES NO
 IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT

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

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

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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-14	9.76		1/6		1.63		2		3.26
GS-6	4.32		1/6		0.72		2		1.44
(Review by other office personnel not listed)									5.66

B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

10.36

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 covers items other than those for which a stock level has been established.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT			ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS	<input type="checkbox"/> OTHER (explain)	MAN-HOURS	DOLLARS	
<input type="checkbox"/> CHANGE			STAT	
<input type="checkbox"/> DISCONTINUE				

16. DATE OF INVENTORY

5 Oct 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

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 Chief, OAMS/SMB/SD/OL

18. EXTENSION