

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120147-2  
 REPORTS INVENTORY

CONTROL NO: DDS/OL/SD-89  
 XXXXXXXXX

PREPARE IN DUPLICATE

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

NSA 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  
 3

5. FREQUENCY (weekly, monthly, quarterly, etc.)  
 Semi-Annual

6. DISTRIBUTION (No. of components not number of copies)  
 2

7. FORMAT (memorandum, form computer print-out, etc)  
 Computer Print-Out  
 8. ADP PROCESSING  
 YES IF YES GIVE ADP PROCESSING NO.  
 NO 234

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level contributing information to report)  
 OCS, OL/SD/SMB/GMMS,  
 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-7	3.89		16		62.24		2		124.48

B. COSTS OF COMPUTER PRODUCED REPORTS

					1.80		6		10.80
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TOTAL COSTS PER YEAR

135.28

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 to provide the basic data necessary for the semi-annual procurement of NSA parts and materiel.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

RETAIN AS IS  
 CHANGE  
 DISCONTINUE  
 OTHER (explain)

ESTIMATED SAVINGS

MAN-HOURS DOLLARS

STAT

16. DATE OF INVENTORY  
 5 Oct 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

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 - AC/OL/SD/SMB/GMMS

18. EXTENSION

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