

REPORTS INVENTORY

CONTROL NO.

SRB 252 E

PREPARE IN DUPLICATE

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

252E PERHAM FY AWARDS BSD

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.)

Annually

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

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

CP-D

8. ADP PROCESSING

YES IF YES GIVE ADP PROCESSING NO.
 NO EP 252B

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-06-3	4.21	.29	1.22	1	1.22

B. COSTS OF COMPUTER PRODUCED REPORTS

			3.84	1	3.84
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TOTAL COSTS PER YEAR

\$5.06

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 OTHER (explain)
 CHANGE
 DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS DOLLARS

DATE OF INVENTORY

8 NOV 1970

STAT

Classification