

PPB 71-1148

Reports Changed -
by Office

Key: _____ Reports underscored in red were cancelled.

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OFFICE OF COMMUNICATIONS

Reports Reduction (9)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
OC-002	Monthly Report
003	Weekly Staff Meeting Notes
005	Foreign TDY Forecast
006	<u>Foreign TDY Forecast</u>
009	Distribution of Report of Record Material
026	PRA Review
068	Report of Data Processing Equipment Controlled by OC
074	Waiver Forms (COMSEC)
059	Request to Procurement Division for Services

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OFFICE OF FINANCE

Reports Reduction (21)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
OF-32	<u>Analysis of Delinquent Advances</u>
38	<u>Status of Shortage Cases -- C. & L. Division</u>
40	<u>Losses of Funds Settled by COS -- C. & L.</u> <u>Division</u>
46	<u>Losses of Classified Material and Other</u> <u>Significant Developments -- C. & L. Division</u>
62	<u>Audit Schedules -- ICAD</u>
63	<u>Manpower -- Man Hours Expended -- ICAD</u>
73	<u>PPS Staff Members Bi-monthly Activity Report</u>
87	<u>Financial Report for Briefing Book -- PSAD</u>
154	<u>Liaison Team Report on Open Projects</u>
43	<u>Reports to Congress by Public Law 88-588 on</u> <u>Personal Property Losses -- C. & L. Division</u>
116	<u>Emergency Plan</u>
132	<u>Type II Financial Property Accounting Report</u>
111	<u>Sensitive Indicator Pouch Report -- OF/SS</u>
22	<u>Status of Funds -- Revolutionary Development</u> <u>Cadre</u>
23	<u>Status of Funds -- RDC (with supporting</u> <u>schedules by activity and category)</u>
151	<u>Administrative Plan</u>
28	<u>Report of Inventory Activity of Personal</u> <u>Property Accounts Division</u>
52	<u>Balance of Payments</u>
76	<u>Report of Investigation of Request for Waiver</u> <u>of Claim for Overpayment of Pay -- PPS</u>
112	<u>Report of Office of Finance History Project --</u> <u>OF/SS</u>
114	<u>Possible Microfilm Usage in Office of Finance --</u> <u>OF/SS</u>

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OFFICE OF LOGISTICS

Reports Reduction (41)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
OL/BFB-7	Status of Overtime
BPS-2	Report of Significant Accomplishments
PS-2	Significant OL Accomplishments
PD-1	Statistical Report
PD-7	Special Monthly Report --
PD-14	Contract Procurement Activity
PD-15	Weekly Activity
SD-2	Significant Accomplishments
SD-17	Man Hours
RECD-1	Report of Significant Accomplishments
RECD-9	<u>Report of Activities in Safehouse</u>
RECD-10	<u>Safehouse Utilization</u>
RECD-17	<u>Visual Aids</u>
PSD-9	Significant Accomplishments
PSD-7	Certification of Review of Selected Regulatory Issuances
PSD-15	<u>Night Inspection of PSD Plants</u>
PSD-24	<u>WAE Staff Employee Report</u>
PSD-27	<u>Non Production Hours</u>
LSD-2	LSD Statistical Report
LSD-3	LSD Statistical (Status of Funds)
LSD-8	Motor Pool Assigned Vehicle Status Report
LSD-14	<u>101 Key Box Status Report</u>
PSD-11	Royalty Report -- Dow Chemical Company
PSD-13	Cafeteria Committee Report
PMS-5	Inspection Reports
PMS-7	Active Contracts
PMS-8	Security Classification
SD-57	<u>OE Demand and Issue Activity Register</u>
SD-58	<u>Inventory Adjustment Report</u>
SD-59	<u>RIA Stock On-hand Re-evaluation</u>
SD-60	<u>RIA Property In Use Re-evaluation</u>
SD-61	<u>RIA Property On Loan to Others Re-evaluation</u>
SD-80	Cognizant Office T/Allocation 61 Stock Status Report
SD-82	<u>Commo Limited Standard and Obsolete Stock Status Report</u>
SD-84	TSD Condition 3 Stock Status Report
SD-86	No Issue Status Report
SD-88	Inventory Stratification Report
SD-95	<u>Property In-use Acquisition Difference 4251</u>
SD-96	<u>Property In-use Acquisition Difference 4255</u>
SD-97	<u>Property On Loan to Others Acquisition Difference 4255</u>
SD-101	FIIN Nomenclature Run

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OFFICE OF MEDICAL SERVICE

Reports Reduction (1)

OFFICE
CONTROL NO.

TITLE -- IDENTIFICATION

OMS-5

Monthly Field Medical Report

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OFFICE OF PERSONNEL

Reports Reduction (55)

OFFICE
CONTROL NO.

TITLE -- IDENTIFICATION

MACHINE REPORTS

SRB 109 A	<u>Credit Union Balance</u>
SRB 112 A, B, C	<u>Projected PSI's Due</u>
SRB 147	<u>Clerical CS Tab</u>
SRB 148	<u>Supergrade List of Position by Office</u>
SRB 152 A&B	<u>Recruitment Requirements by Office</u>
SRB 161 C	<u>Language Capabilities by Office</u>
SRB 173 F, H, N, P	<u>Years of Agency Service by Office for SA's</u>
SRB 172 A, B, C, D	<u>Age and Grade Gain and Loss</u>
SRB 205 C	<u>Manpower OV/UN of Communicators</u>
SRB 206 C	<u>Manpower Study of Communicators</u>
SRB 208 A	<u>Recruitment Requirement Monitor</u>
SRB 210 A	<u>DDI Alpha/Off List</u>
SRB 218	<u>Alpha "D" Designees</u>
SRB 219 A&B	<u>Retirement Projection</u>
SRB 223 A&B	<u>"D" Retirement Projection</u>
SRB 230 E&F	<u>Alpha "D" designees for Medical Code</u>
SRB 400 A, B, C, D	<u>Credit Union Lists</u>

MANUAL REPORTS

SRB 001 A	<u>Grade Distribution by Office</u>
SRB 001 B	<u>Grade Distribution by SD</u>
SRB 001 C	<u>Grade Distribution by Location</u>
SRB 004	<u>BiWeekly Ceiling Status Report</u>
SRB 019	<u>F.Y. Consultant Report</u>
SRB 026	<u>PSOSR</u>
SRB 031	<u>Quarterly Separations by SCC</u>
SRB 031 A	<u>F.Y. Separation Summary by SCC</u>
SRB 034	<u>SS Grade Distribution</u>
SRB 042	<u>Women In Higher Level Positions</u>
SRB 048	<u>Characteristics of Professionals</u>
PAB 001	<u>GS-12 & Above Separations Report</u>
SPD 001	<u>Skills Bank Report of Applicant Files</u>
SPD 002	<u>Cable Sec Strength Ceiling Report</u>
SPD 003	<u>CTP Activities Report</u>
R&P 001	<u>Report of CTP Separations</u>
SRB 023	<u>Non-Ceiling Personnel Categories</u>
SRB 005	<u>CS Grade Distribution (Reduced in size)</u>
SRB 018	<u>Combined Civ & Mil Status Report (# of copies)</u>
SRB 025	<u>Country Strength Report (Q to SA)</u>
SRB 028	<u>Placement Progress Report (# of copies)</u>
SRB 030	<u>Quarterly Gains & Losses (Q to Ann)</u>
SRB 033	<u>S-I-R SD's Assigned to the CS (Reduced in size)</u>

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OFFICE OF SECURITY

Reports Reduction (5)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
OS-003	<u>Mid-Career Status Report</u>
004	Status of Funds
008	Weekly Personnel Report
080	"Specle" Automated Systems
081	"Specle" Automated Systems
073	<u>Annual Review of Motor</u>

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OFFICE OF TRAINING

Reports Reduction (8)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
OTR-16	Weekly Activities Report
OTR-17	End of Course Reports
ISS-31	Agency Training Record -- EOD Delinquent Listing
ISS-52	Training Category Transactions Errors
ISS-53	Training Category Dictionary
ISS-54	Internal Training Statistical Report by Office
ISS-55	External Training Statistical Report by Office
ISS-56	Internal Training by CT Program

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SUPPORT SERVICES STAFF

Reports Reduction (3)

OFFICE CONTROL NO.	TITLE -- IDENTIFICATION
A&RC - 1	Monthly Activity Report
RAB - 7	Forms Management Status Report
RAB - 9	Annual Records Inventory

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