

CONFIDENTIAL

DDA 87-1123
29 May 1987

MEMORANDUM FOR: Chief, Publications Procurement Branch, OIR/DI

FROM:
Executive Assistant to the DDA

SUBJECT: Renewal of Subscriptions for 1988

REFERENCE: Memo for EXA/DDA from D/OIR, dated 15 May 1987, Subject:
Reduction of Subscription Renewals

Paul,

Attached is the annotated 1988 subscription renewal list for the Office of the Deputy Director for Administration. Please note that 14 items on this list should be transferred to the Office of Medical Services and one item should be transferred to the Office of Communications. Thanks for your help.

Attachment:
As Stated

ORIG:EXA/DDA:

Distribution:
Original - Addressee w/att
1 - DDA Subject w/att
1 - DDA Chrono wo/att
1 - EXA/DDA Chrono w/att

DDA DEPT

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ADMINISTRATIVE - INTERNAL USE ONLY

DD/A Registry
87-1038x

15 MAY 1987

MEMORANDUM FOR: Executive Assistant to the DDA

FROM:

[Redacted]

Director of Information Resources

SUBJECT:

Reduction of Subscription Renewals

1. Attached is a list of all renewable publications on order for 1987 through OIR/Publications Procurement Branch. It is a compilation of your office's 1987 subscriptions to open source yearbooks, annual reports, newspapers and periodicals, including costs.

2. Each year we ask every Agency office to review its subscriptions to ensure that only essential publications are renewed. For FY88 we are asking your staff to take a very close look at your renewals. OIR's publications procurement budget, which funds all Agency publications procurement, will at best remain flat. Moreover, despite low rates of overall inflation, US periodical subscription costs on the average have been increasing by more than ten percent per year. Many of the highly specialized subscriptions that the Agency orders are rising at a much higher rate. To cover this shortfall I am asking each Agency component to reduce their subscriptions to US publications by fifteen percent. (Your office's 1987 expenditure was at approximately \$3,656.) I would appreciate your personal assurance that this reduction be accomplished in FY88.

3. In our view, the Agency needs to maintain its access to time sensitive foreign subscriptions; therefore, the FY88 anticipated shortfall can best be met through a reduction in domestic procurement. However, the precipitous fall of the dollar, by as much as 40 percent, has contributed to a substantial cost increase in the acquisition of foreign subscriptions. We urge your staff to review foreign subscriptions--particularly those obtained via commercial airmail which are very expensive--and to cancel duplicate or marginal publications where appropriate.

4. If you have any questions, please contact [Redacted] Chief of Publications Procurement Branch.

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[Redacted]

[Redacted]

Attachment:
As stated

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MEMORANDUM FOR: Executive Assistant to the DDA

FROM:

[Redacted]

Chief, Publications Procurement Branch

SUBJECT: Renewal Instructions for Calendar Year 1988

1. The following action is requested for the renewal or cancellation of subscriptions for calendar year 1988.

- A. Please provide office's POC name, address, and telephone number to PPB coordinator (para 2).
- B. Delete all titles to be cancelled by drawing a red line through each unwanted title. (Ensure that the end user is aware of all deletions. Cancelling subscriptions and then restarting them is not only time consuming and expensive, but will lead to significant delays in receipt.) Reduce the number of copies required by making the change in the SUB column.
- C. Make any changes in office designations in the OFFICE column. Also, please note the office mailing address in this same column.
- D. DO NOT add new subscriptions to the renewals list.
- E. When all changes have been completed, the consolidated alphabetical (title) list must be signed by an approved authorizing official. (The list sorted by office is for your convenience only. We can not accept office sort as final. We need consolidated alphabetized list.)

2. To ensure your subscriptions are renewed return signed copy of the list on or before 1 June 1987 to:

[Redacted]

OIR/PPB
GE 47 HQS

[Redacted]

3. The key to the computer format is as follows:

Column 1 Title

Column 2 Subscribing office or zip code designator

Column 3 Number of subscriptions

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Column 4 Estimated yearly cost per subscription

Column 5 Total estimated cost

Column 6 Periodicity:

- 1 Daily or Annual
- 2 Weekly
- 3 Monthly
- 4 Quarterly
- 5 Semi-weekly
- 6 Semi-monthly, bi-weekly or fortnightly
- 7 Bi-monthly
- 8 Semi-annual
- 9 Irregular

Column 7 Sequence number (for computer use only)

Column 8 Post/Dealer (coded source of subscription)

Column 9 Shipment (Surface, Air, Direct or Commercial Air)

Column 10 Type of publication:

- 1 - Annual
- 2 - Newspapers (U.S.)
- 3 - Periodicals and other newspapers

Column 11 Renewal Date (Publications Procurement Branch use only)

Column 12 Office identification number

4. Orders processed after May 1, 1987 may not appear on this listing due to the lead time necessary to produce this list.

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
ARCHIVES OF ENVIRONMENTAL HEALTH		OMS/SD	01	00065	000065	7	D76525	72	3	18	7000	
BOCA BASIC BUILDING CODE	1984	OMS/SD	01	00035	000035	1	H28061	25	1	27	7000	
CHEMICAL & ENGINEERING NEWS		OMS/SD	01	00044	000044	2	D69681	72	3	18	7000	
CHEMICAL REGULATION REPORTER		OMS/SD	01	00911	000911	2	D83894	10	3	87	7000	
COMMUNICATIONS NEWS		DDA/MS	01	00027	000027	3	D58556	72	3	18	7000	
COMPUTERWORLD		DDA/MS	01	00044	000044	2	D55835	72	3	18	7000	
CONGRESSIONAL DIRECTORY	172063	DDA	01	00013	000013	1	H11314	14	1	77	7000	
CONGRESSIONAL STAFF DIRECTORY & ADVANCE LOCATOR		DDA	01	00057	000057	1	H34621	25	1	47	7000	
DEPARTMENT OF STATE STANDARDIZED REGULATIONS (GOVERNMENT CIVILIANS, FOREIGN AREAS)		OMS/SD	01	00030	000030	3	D77159	14	3	67	7000	
DEPARTMENT OF STATE TELEPHONE DIRECTORY		OMS/SD	01	00002	000002	4	D38786	14	3	77	7000	
DEPARTMENT OF STATE TELEPHONE DIRECTORY		DDA	01	00002	000002	4	D25020	14	3	77	7000	
ENVIRONMENTAL SCIENCE & TECHNOLOGY		OMS/SD	01	00176	000176	3	D72243	72	3	18	7000	
FEDERAL ACQUISITION REGULATION		OC/CT	02	00143	000286	3	D90560	11	3	67	7000	

Transfer to OMS.
Not a part of the
C/DDA.

→ To OMS.

→ To OMS.

→ To OC

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
FEDERAL EMPLOYEES ALMANAC		DDA/CMS	01	00003	000003	1	H86059	25	1	N6	7000	
FEDERAL EMPLOYEES ALMANAC		DDA/SSA	01	00003	000003	1	H81593	25	1	N6	7000	
FEDERAL EMPLOYEES ALMANAC	1984	O/DDA	01	00003	000003	1	H39748	25	1	N6	7000	
FEDERAL HOTEL/MOTEL DISCOUNT DIRECTORY	122106	O/DDA/SSA/MS	02	00001	000002	8	D82391	14	3	67	7000	
FEDERAL PERSONNEL GUIDE WEEKLY NEWS UPDATE		DDA/CMS	01	00025	000025	2	D86029	25	3	18	7000	
FEDERAL TRAVEL REGULATIONS HANDBOOK W/UPDATES		(OMS) SD	01	00045	000045	9	D44306	14	3	77	7000	
FIRE ENGINEERING		DDA (SS)	01	00017	000017	3	D36083	72	3	18	7000	
HARVARD BUSINESS REVIEW		DDA/CMO	01	00035	000035	7	D59267	72	3	18	7000	
HOTEL & TRAVEL INDEX	140-25	DDA/SSA 7D10 HQS	01	00070	000070	4	D87235	25	3	18	7000	
HRD REVIEW		ODDA/STD	01	00085	000085	3	D91382	22	3	17	7000	
INDUSTRIAL HYGIENE NEWS REPORT		(OMS) SD	01	00035	000035	7	D68635	72	3	18	7000	
JOURNAL OF OCCUPATIONAL MEDICINE		DDA (SS)	01	00075	000075	3	D45380	72	3	18	7000	
KEY OFFICERS OF FOREIGN SERVICE POSTS		DDA/SSA	20	00010	000200	4	D51012	11	3	58	7000	

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
MANAGEMENT		DDA	01	00013	000013	4	D54976	14	3	77		7000
MAXIMUM TRAVEL PER DIEM ALLOWANCES FOR FOREIGN AREAS		DDA/SSA	02	00001	000002	3	D73574	14	3	67		7000
NEW YORK TIMES MONDAY-FRIDAY	7D24	A/DDA	01	00094	000094	1	M13807	96	1	2	07	7000
NEW YORK TIMES SUNDAY	7D24	A/DDA	01	00062	000062	2	M36213	96	1	2	07	7000
OCCUPATIONAL SAFETY & HEALTH REPORTER → OMS		(OMS) SD	01	00445	000445	2	D39134	10	3	77		7000
OMEGA GOVERNMENT TRAVEL & HOTEL DIRECTORY		DDA/SSA	01	00005	000005	1	H91311	25	1	47		7000
ORGANIZATIONAL DYNAMICS		O/DDA/STO 7C18 HQ	01	00041	000041	4	D91264	25	3	18		7000
OSHA STANDARDS AND REGULATIONS VOL 1-6 → OMS		(OMS) SD	01	00140	000140	9	D54820	11	3	87		7000
PERSONNEL JOURNAL		DDA/CMO	01	00038	000038	3	D59264	72	3	18		7000
SOURCES FOR THE TRAINING PROFESSIONAL		O/DDA/STO 7C18 HQ	01	00050	000050	9	D91254	25	3	18		7000
STATE	182012	DDA/SSA	01	00015	000015	3	D05758	11	3	28		7000
SUPPLEMENTAL DOCUMENTATION OF TLV'S → OMS	1984	DDA (SS)	01	00012	000012	1	H64330	88	1	18		7000
UNITED STATES GOVERNMENT MANUAL		O/DDA	02	00019	000038	1	H11752	14	1	77		7000

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
UNITED STATES GOVERNMENT MANUAL		DDA/SSA	01	00019	000019	1	H58575	14	1	77	7000	
US DEPARTMENT OF STATE INDEXES OF LIVING COSTS ABROAD		DDA/SSA	01	00007	000007	4	D71455	11	3	18	7000	
US NEWS & WORLD REPORT		DDA/EO	01	00088	000088	2	D73332	95	3	07	7000	
USA TODAY	7D10	DDA/SSA	01	00107	000107	1	M83272	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D18	DDA/CMS	01	00062	000062	1	M73065	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D10	DDA/SSA	01	00062	000062	1	M69820	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D24	DDA	01	00062	000062	1	M14029	96	1	2	07	7000
WORLD ALMANAC	1986	DDA	01	00004	000004	1	H11825	95	1	07	7000	
TOTAL ENTRIES =			47									
TOTAL NUMBER OF SUBSCRIPTIONS =			70									
TOTAL COST =			3,656									

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
ARCHIVES OF ENVIRONMENTAL HEALTH		OMS/SD	01	00065	000065	7	D76525	72	3	18	7000	
BOCA BASIC BUILDING CODE	1984	OMS/SD	01	00035	000035	1	H28061	25	1	27	7000	
CHEMICAL & ENGINEERING NEWS		OMS/SD	01	00044	000044	2	D69681	72	3	18	7000	
CHEMICAL REGULATION REPORTER		OMS/SD	01	00911	000911	2	D83894	10	3	87	7000	
COMMUNICATIONS NEWS		DDA/MS	01	00027	000027	3	D58556	72	3	18	7000	
COMPUTERWORLD		DDA/MS	01	00044	000044	2	D55835	72	3	18	7000	
CONGRESSIONAL DIRECTORY	172063	DDA	01	00013	000013	1	H11314	14	1	77	7000	
CONGRESSIONAL STAFF DIRECTORY & ADVANCE LOCATOR		DDA	01	00057	000057	1	H34621	25	1	47	7000	
DEPARTMENT OF STATE STANDARDIZED REGULATIONS (GOVERNMENT CIVILIANS, FOREIGN AREAS)		OMS/SD	01	00030	000030	3	D77159	14	3	67	7000	
DEPARTMENT OF STATE TELEPHONE DIRECTORY		OMS/SD	01	00002	000002	4	D38786	14	3	77	7000	
DEPARTMENT OF STATE TELEPHONE DIRECTORY		DDA	01	00002	000002	4	D25020	14	3	77	7000	
ENVIRONMENTAL SCIENCE & TECHNOLOGY		OMS/SD	01	00176	000176	3	D72243	72	3	18	7000	
FEDERAL ACQUISITION REGULATION		OC/CT	02	00143	000286	3	D90560	11	3	67	7000	

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
FEDERAL EMPLOYEES ALMANAC		DDA/CMS	01	00003	000003	1	H86059	25		1	N6	7000
FEDERAL EMPLOYEES ALMANAC		DDA/SSA	01	00003	000003	1	H81593	25		1	N6	7000
FEDERAL EMPLOYEES ALMANAC	1984	O/DDA	01	00003	000003	1	H39748	25		1	N6	7000
FEDERAL HOTEL/MOTEL DISCOUNT DIRECTORY	122106	O/DDA/SSA/MS	02	00001	000002	8	D82391	14		3	67	7000
FEDERAL PERSONNEL GUIDE WEEKLY NEWS UPDATE		DDA/CMS	01	00025	000025	2	D86029	25		3	18	7000
FEDERAL TRAVEL REGULATIONS HANDBOOK W/UPDATES		OMS/SD	01	00045	000045	9	D44306	14		3	77	7000
FIRE ENGINEERING		DDA/SS	01	00017	000017	3	D36083	72		3	18	7000
HARVARD BUSINESS REVIEW		DDA/CMO	01	00035	000035	7	D59267	72		3	18	7000
HOTEL & TRAVEL INDEX	140-25	DDA/SSA 7D10 HQS	01	00070	000070	4	D87235	25		3	18	7000
HRD REVIEW		ODDA/STO	01	00085	000085	3	D91382	22		3	17	7000
INDUSTRIAL HYGIENE NEWS REPORT		OMS/SD	01	00035	000035	7	D68635	72		3	18	7000
JOURNAL OF OCCUPATIONAL MEDICINE		DDA/SS	01	00075	000075	3	D45380	72		3	18	7000
KEY OFFICERS OF FOREIGN SERVICE POSTS		DDA/SSA	20	00010	000200	4	D51012	11		3	58	7000

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
MANAGEMENT		DDA	01	00013	000013	4	D54976	14	3	77	7000	
MAXIMUM TRAVEL PER DIEM ALLOWANCES FOR FOREIGN AREAS		DDA/SSA	02	00001	000002	3	D73574	14	3	67	7000	
NEW YORK TIMES MONDAY-FRIDAY	7D24	A/DDA	01	00094	000094	1	M13807	96	1	2	07	7000
NEW YORK TIMES SUNDAY	7D24	A/DDA	01	00062	000062	2	M36213	96	1	2	07	7000
OCCUPATIONAL SAFETY & HEALTH REPORTER		OMS/SD	01	00445	000445	2	D39134	10	3	77	7000	
OMEGA GOVERNMENT TRAVEL & HOTEL DIRECTORY		DDA/SSA	01	00005	000005	1	H91311	25	1	47	7000	
ORGANIZATIONAL DYNAMICS		O/DDA/STO 7C18 HQ	01	00041	000041	4	D91264	25	3	18	7000	
OSHA STANDARDS AND REGULATIONS VOL 1-6		OMS/SD	01	00140	000140	9	D54820	11	3	87	7000	
PERSONNEL JOURNAL		DDA/CMO	01	00038	000038	3	D59264	72	3	18	7000	
SOURCES FOR THE TRAINING PROFESSIONAL		O/DDA/STO 7C18 HQ	01	00050	000050	9	D91254	25	3	18	7000	
STATE	182012	DDA/SSA	01	00015	000015	3	D05758	11	3	28	7000	
SUPPLEMENTAL DOCUMENTATION OF TLV'S	1984	DDA/SS	01	00012	000012	1	H64330	88	1	18	7000	
UNITED STATES GOVERNMENT MANUAL		O/DDA	02	00019	000038	1	H11752	14	1	77	7000	

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ#	PD	S	T	RD	IDENT#
UNITED STATES GOVERNMENT MANUAL		DDA/SSA	01	00019	000019	1	H58575	14		1	77	7000
US DEPARTMENT OF STATE INDEXES OF LIVING COSTS ABROAD		DDA/SSA	01	00007	000007	4	D71455	11		3	18	7000
US NEWS & WORLD REPORT		DDA/EO	01	00088	000088	2	D73332	95		3	07	7000
USA TODAY	7D10	DDA/SSA	01	00107	000107	1	M83272	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D18	DDA/CMS	01	00062	000062	1	M73065	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D10	DDA/SSA	01	00062	000062	1	M69820	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D24	DDA	01	00062	000062	1	M14029	96	1	2	07	7000
WORLD ALMANAC	1986	DDA	01	00004	000004	1	H11825	95		1	D7	7000

TOTAL ENTRIES = 47

TOTAL NUMBER OF SUBSCRIPTIONS = 70

TOTAL COST = 3,656

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MASTER RENEWAL LISTING

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ	PD	S	T	RD	IDENT#
NEW YORK TIMES MONDAY-FRIDAY	7D24	A/DDA	01	00094	000094	1	M13807	96	1	2	07	7000
NEW YORK TIMES SUNDAY	7D24	A/DDA	01	00062	000062	2	M36213	96	1	2	07	7000
CONGRESSIONAL DIRECTORY	172063	DDA	01	00013	000013	1	H11314	14			1	77 7000
CONGRESSIONAL STAFF DIRECTORY & ADVANCE LOCATOR		DDA	01	00057	000057	1	H34621	25			1	47 7000
DEPARTMENT OF STATE TELEPHONE DIRECTORY		DDA	01	00002	000002	4	D25020	14			3	77 7000
MANAGEMENT		DDA	01	00013	000013	4	D54976	14			3	77 7000
WASHINGTON POST MONDAY-FRIDAY	7D24	DDA	01	00062	000062	1	M14029	96	1	2	07	7000
WORLD ALMANAC	1986	DDA	01	00004	000004	1	H11825	95			1	D7 7000
HARVARD BUSINESS REVIEW		DDA/CMO	01	00035	000035	7	D59267	72			3	18 7000
PERSONNEL JOURNAL		DDA/CMO	01	00038	000038	3	D59264	72			3	18 7000
FEDERAL EMPLOYEES ALMANAC		DDA/CMS	01	00003	000003	1	H86059	25			1	N6 7000
FEDERAL PERSONNEL GUIDE WEEKLY NEWS UPDATE		DDA/CMS	01	00025	000025	2	D86029	25			3	18 7000
WASHINGTON POST MONDAY-FRIDAY	7D18	DDA/CMS	01	00062	000062	1	M73065	96	1	2	07	7000
US NEWS & WORLD REPORT		DDA/EO	01	00088	000088	2	D73332	95			3	07 7000
COMMUNICATIONS NEWS		DDA/MS	01	00027	000027	3	D58556	72			3	18 7000

This list is in office symbol order, it is for internal use. Do not return this list to PPB.

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MASTER RENEWAL LISTING

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ	PD	S	T	RD	IDENT#
COMPUTERWORLD		DDA/MS	01	00044	000044	2	D55835	72	3	18	7000	
FIRE ENGINEERING		DDA/SS	01	00017	000017	3	D36083	72	3	18	7000	
JOURNAL OF OCCUPATIONAL MEDICINE		DDA/SS	01	00075	000075	3	D45380	72	3	18	7000	
SUPPLEMENTAL DOCUMENTATION OF TLV'S	1984	DDA/SS	01	00012	000012	1	H64330	88	1	18	7000	
FEDERAL EMPLOYEES ALMANAC		DDA/SSA	01	00003	000003	1	H81593	25	1	N6	7000	
HOTEL & TRAVEL INDEX	140-25	DDA/SSA 7D10 HQS	01	00070	000070	4	D87235	25	3	18	7000	
KEY OFFICERS OF FOREIGN SERVICE POSTS		DDA/SSA	20	00010	000200	4	D51012	11	3	58	7000	
MAXIMUM TRAVEL PER DIEM ALLOWANCES FOR FOREIGN AREAS		DDA/SSA	02	00001	000002	3	D73574	14	3	67	7000	
OMEGA GOVERNMENT TRAVEL & HOTEL DIRECTORY		DDA/SSA	01	00005	000005	1	H91311	25	1	47	7000	
STATE	182012	DDA/SSA	01	00015	000015	3	D05758	11	3	28	7000	
UNITED STATES GOVERNMENT MANUAL		DDA/SSA	01	00019	000019	1	H58575	14	1	77	7000	
US DEPARTMENT OF STATE INDEXES OF LIVING COSTS ABROAD		DDA/SSA	01	00007	000007	4	D71455	11	3	18	7000	
USA TODAY	7D10	DDA/SSA	01	00107	000107	1	M83272	96	1	2	07	7000
WASHINGTON POST MONDAY-FRIDAY	7D10	DDA/SSA	01	00062	000062	1	M69820	96	1	2	07	7000
FEDERAL EMPLOYEES ALMANAC	1984	O/DDA	01	00003	000003	1	H39748	25	1	N6	7000	

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MASTER RENEWAL LISTING

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ	PD	S	T	RD	IDENT#
UNITED STATES GOVERNMENT MANUAL		O/DDA	02	00019	000038	1	H11752	14	1	77	7000	
FEDERAL HOTEL/MOTEL DISCOUNT DIRECTORY	122106	O/DDA/SSA/MS	02	00001	000002	8	D82391	14	3	67	7000	
ORGANIZATIONAL DYNAMICS		O/DDA/STO 7C18 HQ	01	00041	000041	4	D91264	25	3	18	7000	
SOURCES FOR THE TRAINING PROFESSIONAL		O/DDA/STO 7C18 HQ	01	00050	000050	9	D91254	25	3	18	7000	
FEDERAL ACQUISITION REGULATION		OC/CT	02	00143	000286	3	D90560	11	3	67	7000	
HRD REVIEW		O/DDA/STO	01	00085	000085	3	D91382	22	3	17	7000	
ARCHIVES OF ENVIRONMENTAL HEALTH		O/MS/SD	01	00065	000065	7	D76525	72	3	18	7000	
BOCA BASIC BUILDING CODE	1984	O/MS/SD	01	00035	000035	1	H28061	25	1	27	7000	
CHEMICAL & ENGINEERING NEWS		O/MS/SD	01	00044	000044	2	D69681	72	3	18	7000	
CHEMICAL REGULATION REPORTER		O/MS/SD	01	00911	000911	2	D83894	10	3	87	7000	
DEPARTMENT OF STATE STANDARDIZED REGULATIONS (GOVERNMENT CIVILIANS, FOREIGN AREAS)		O/MS/SD	01	00030	000030	3	D77159	14	3	67	7000	
DEPARTMENT OF STATE TELEPHONE DIRECTORY		O/MS/SD	01	00002	000002	4	D38786	14	3	77	7000	
ENVIRONMENTAL SCIENCE & TECHNOLOGY		O/MS/SD	01	00176	000176	3	D72243	72	3	18	7000	
FEDERAL TRAVEL REGULATIONS HANDBOOK W/UPDATES		O/MS/SD	01	00045	000045	9	D44306	14	3	77	7000	

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TITLE	INDEX	OFFICE	#SUB	UNIT\$	TOTAL\$	P	SEQ	PD	S	T	RD	IDENT#
INDUSTRIAL HYGIENE NEWS REPORT		OMS/SD	01	00035	000035	7	D68635	72	3	18	7000	
OCCUPATIONAL SAFETY & HEALTH REPORTER		OMS/SD	01	00445	000445	2	D39134	10	3	77	7000	
OSHA STANDARDS AND REGULATIONS VOL 1-6		OMS/SD	01	00140	000140	9	D54820	11	3	87	7000	

NUMBER OF RECORDS READ = 47

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