

AD-A192 336 REPORT ON INSTRUCTIONS FOR REPORTING CIVILIAN MANPOWER 1/2
OBLIGATIONS DATA (..U) GENERAL-RESEARCH CORP MCLEAN VA
MANAGEMENT TECHNOLOGIES DIV R L SCHROEDER ET AL.
UNCLASSIFIED 31 OCT 85 1422-08-85-CR MDA903-84-C-0117 F/G 5/3 NL

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The figure displays a 10x10 grid of 100 small images, illustrating the progression of a handwritten digit '4' being formed on a black background. The grid starts with a blank black square in the top-left corner and gradually introduces and refines the strokes of the digit '4' across the rows and columns. The first row shows the initial strokes, while subsequent rows show the digit becoming more complete and refined. The final image in the bottom-right corner is a clear, well-defined handwritten digit '4'.

Report 1422-08-85-CR

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Report on Instructions For Reporting Civilian Manpower Obligations Data (CMOD)

AD-A182 336

By:

Robert L. Schroeder, Project Director
Larry E. Bradley, Project Manager
John J. Durant, Senior Analyst

31 October 1985

Contract Number MDA903-84-C-0117
Items No. 0002AN and 0002AQ

MANAGEMENT TECHNOLOGIES DIVISION

**GENERAL
RESEARCH**



CORPORATION

A FLOW GENERAL COMPANY

7655 Old Springhouse Road, McLean, Virginia 22102

Submitted To:

Office of the Comptroller of the Army
(Operations and Support)
Budget Management and Data Division
Attn: Mrs. Jean S. Rogers
Room 3B656, The Pentagon
Washington, D. C. 20310

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Per Mr. Larry Bradley, Dept. of the Army,
ATTN: SAFM-BUO-C

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TECHNICAL SUPPORT GROUP

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Section I
INTRODUCTION

1. General

a. This report entitled "Report on Instructions for Reporting Civilian Manpower Obligations Data (CMOD)" is submitted pursuant to the reporting requirements of Contract No. MDA903-84-C-0117. The following paragraphs briefly describe other related reports made under the same contract.

 b. Reporting requirement item 0002AK developed a list of data elements required for computing prior year actual costs and updating the Force Development Integrated Management System-Program/Budget Subsystem (FORDIMS-P/BS).

c. Reporting requirement item 0002AL identified potential sources of the required data.

d. Reporting requirement 0002AM provided draft reporting instructions for obtaining the data.

e. Reporting requirement 0002AP provided a document describing the need for automated documentation.

f. This report completes the work under the cited contract by providing the final documentation for the following reporting requirements:

- (1) Item 0002AN - Instructions and procedures for receiving and processing data to determine prior year actual costs.
- (2) Item 0002AQ - Draft change for the Operations Guide for Civilian Manpower Costing.

2. Background

a. Four types of cost and cost-related data are required by DACA-OSB in order to update the civilian manpower file in FORDIMS-P/BS and establish the baseline for subsequent program and budgeting actions. These are end strength (ES), full time permanent (FTP), work year (WY), and costs. These data are reported to DACA-OSB within the CSFOR 78 reporting system and are entered into FORDIMS-P/BS. However, prior to entry into the data base, the ES and FTP data are adjusted to agree with data submitted to the OSD and OPM by the US Army Civilian Personnel Center (CIVPERCEN), and the cost data are adjusted to agree with the certified financial data generated by the US Army Finance and Accounting Center (USAFAC). WY data are used as received in the CSFOR 78 reports, except for obvious errors which are checked out with commands and correct WY data obtained. Only the WY and cost data are used by DACA-OSB in performing its budgeting functions. ES and WY data are used by DACA-OSB in performing its program functions, namely determining lapse rates.

b. As stated in the report previously submitted under this contract (Item 0002AL), manpower personnel who prepare the CSFOR 78 reports generally use as data sources reports prepared by the local CPO (usually the AVK 420) for ES data and the Finance and Accounting Officer (F&AO) (usually the CSFOR 78 Feeder report) for WY and dollars. Interviews with installation and MACOM manpower and financial management personnel indicate that the local F&AO has detailed data on the manhours worked by and dollars paid to each civilian employee of the Army. There is an exception to this in Germany in the case of indirect hire German nationals. They are paid directly by the German government. Pay data are furnished by the German Defense Cost Offices (DCO) to the US Forces F&AO. Currently, not all DCO reports include hours worked, but it is possible for those data to be made available. Similar conditions with indirect hires exist in other overseas commands.

c. The detailed data, i.e., work hours and dollars by civilian type (CTYPE) and Army Management Structure Code (AMSCO), in the possession of the F&AO are not currently reported to USAFAC. To get these data, USAFAC will be required to develop reporting procedures to require the reporting of those data. These new procedures can include requirements for the same detailed reports from finance offices providing unique financial services to commands and agencies such as Army Materiel Command (AMC), Army Corps of Engineers (COE), and National Guard Bureau (NGB).

d. The draft instructions for reporting quarterly obligations were staffed with USAFAC and the operating agencies (OPAGYs). Comments resulting from the staffing were incorporated into the final reporting procedures where appropriate.

Section II

FINAL INSTRUCTIONS AND PROCEDURES FOR
REPORTING QUARTERLY OBLIGATIONS

1. General

The final document, Procedures for Quarterly Reporting of Civilian Manpower Obligations and Related Data (CMOD), is at Appendix A. The name was changed from "prior year actual costs" to "civilian manpower obligations" to more properly reflect the automated data being reported by USAFAC.

2. Effective Date

USAFAC will begin collecting data under the new procedures in FY 87 with the first automated report being submitted in January 1988 for the first quarter FY 87. This will allow USAFAC sufficient time to change their field reporting requirements and effect necessary system changes.

3. Impact on OPAGYs

a. The procedures, when fully implemented, will relieve OPAGYs of the requirement to report civilian ES, WY, and cost data under the present CSFOR 78 reporting procedures. It is anticipated that CSFOR 78 reporting will be required until the report as of the last day of FY 1987. Until that time dual reporting (automated and CSFOR 78) will be required to ensure automated data transfer is working. The reporting of data regarding military personnel will continue.

b. Under the new procedures, OPAGYs will have no reporting requirements or responsibilities. OPAGYs will be provided copies of feeder reports, as under present procedures, which can be used for internal management. OPAGYs will not be able to change ES data as it flows to HQDA as under present procedures. However, under the present and new procedures the ES data was and will be adjusted at HQDA to agree with official ES data. OPAGYs will still be able to identify and report to HQDA inconsistencies between paid employees reported in finance

channels and end strengths reported in civilian personnel channels, and take appropriate management action.

4. Impact on USAMSSA

The new procedures have been coordinated with USAMSSA which concurs. The automated input of data will reduce key punching and processing time. Some minor reprogramming to accept the tape inputs and adjust ES data will be required.

5. Impact on ARSTAF

a. The new procedures will reduce the CSFOR 78 processing workload in ODCSPER and reporting ARSTAF (e.g., DACS-DM), expedite the recosting process in COA, expedite the issuance of controls to program/subprogram directors, expedite the preparation of budget exhibits, and improve the overall management of civilian manpower funding.

b. The new procedures will require revised reporting procedures and system changes in the USAFAC community. These actions are underway. The procedures will provide USAFAC financial data at a level of detail which will enhance funding control.

c. Initially, the new procedures will require some minor software program changes by CIVPERCEN. It is anticipated that actions currently underway by CIVPERCEN will improve the ES data in CIVPERSINS (at the level of detail required by DACA-OSB) so that CIVPERSINS data can be directly and automatically interfaced with FORDIMS-P/BS. This will necessitate revised reporting procedures and system changes, which are feasible.

6. While the procedures in Appendix A are submitted as "final," changes may be required prior to full implementation as USAFAC and CIVPERCEN proceed with revising reporting procedures and implementing system changes.

Section III
UPDATED INSTRUCTIONS FOR THE OPERATIONS GUIDE
FOR CIVILIAN MANPOWER COSTING

A draft change of Part II, Section 4.3 of the Operations Guide for Civilian Manpower Costing is at Appendix B. This change is submitted in draft form since it will not be implemented until after the reporting procedures in Appendix B are implemented. At that time, the effective data of the change should be entered at the bottom of each page.

APPENDIX A

PROCEDURES FOR QUARTERLY REPORTING OF CIVILIAN MANPOWER

OBLIGATIONS AND RELATED DATA (CMOD)

Procedures for Quarterly Reporting of Civilian Manpower
Obligations and Related Data (CMOD)

1. Introduction

a. Following the end of each fiscal year (FY), the Budget Management and Data Division, Office of the Comptroller of the Army (DACA-OSB) must calculate the costs of civilian personnel for that FY. The calculations are essential in order to update the civilian manpower file in the FORDIMS-P/BS data base and (1) establish a new base line for developing the May program objective memorandum (POM), (2) develop the annual financial target (AFT), (3) develop civilian manpower cost controls, and (4) prepare program/budget exhibits required by OSD/OMB and Congress. Inputs for this costing process consist of civilian manpower end strength, work year, and obligations data. DACA-OSB also requires those same data on a quarterly basis to use in the Program Performance and Budget Execution Review System (PPBES).

b. An extensive study conducted by DACA-OSB has determined that the data for civilian manpower requirements can be satisfied by direct data input from the US Army Finance and Accounting Center (USAFAC), which are obtained from the local finance and accounting office (F&AO). The following paragraphs establish the procedures for reporting and processing the data.

2. Frequency

Reports will be submitted quarterly by USAFAC to arrive at HQDA, ATTN: DACA-OSB NLT 30 days following the end of each fiscal quarter. (See paragraph 7 for CIVPERCEN reports requirements.) Each quarterly report will show cumulative data for the fiscal year as of the end of the fiscal quarter being reported. Reports will separately display direct and reimbursable obligations. The report as of 30 September will show data for the entire fiscal year.

3. Formats

a. Reports will be submitted by USAFAC in magnetic tape format. The tape format description is at Appendix A. The US Army Information Systems Command-Pentagon (USAISC-P) will receive the tape and produce a hard copy report in the format shown in Appendix B.

b. Office of the Deputy Chief of Staff for Personnel (ODCSPER) will provide to DACA-OSB ES data derived from Monthly Report of Federal Civilian Employment (SF 113-A). ODCSPER will review ES data in FORDIMS-P/BS for accuracy.

4. Security Classification

Data will be aggregated so as to be processed and reported in an unclassified manner. Since the data are execution data, there should be no classified data contained in any aggregation.

5. Data Elements

A list of required data elements is at Appendix C. A dictionary of FORDIMS-P/BS data elements is at Appendix D. Further clarification follows:

FY: The last two digits of the fiscal year being reported, e.g., 85.

QTR: The number of the fiscal quarter being reported, i.e., 1, 2, 3, or 4.

APCAT: Codes for Army appropriations having civilian personnel obligations for military functions are at Table 1.

OPAGY: OPAGYs and their associated RCOMDs are at Table 2.

RCOMD: RCOMDs and their associated OPAGYs are at Table 2.

CTYPE: CTYPEs used for costing civilian personnel are in Table 3. A CTYPE-EOE conversion table is at Table 4.

APA: The number of employees with active pay accounts on the last day of the reporting quarter. Intermittent employees should be reported if they were paid any time during the last month of the report quarter and were on the payroll on the last day of the report quarter.

FTP: Self explanatory.

WY: Cumulative paid man-months divided by 12. The formula for determining cumulative man-months is at Appendix E.

6. Data Review

a. The DACA-OSB analyst will review the hard copy formats for completeness and inconsistencies in data. The analyst will also check totals of paid personnel against official Army civilian strength totals for each OPAGY. Inconsistencies in data will be researched and resolved. Differences in ES and APA data will be resolved in favor of the official ES data. DACA-OSB will instruct USAMSSA to adjust the OPAGY ES by proportional adjustments to each Army management structure code (AMSCO) within the OPAGY. DACA-OSB will identify AMSCOs that are not to be proportionately adjusted if any exist within the OPAGY.

b. Upon completion of the review, changes to the hard copy formats will be coded on the appropriate coding sheets (Appendix A) and forwarded to USAISC-P via a data processing request with instructions to enter the tape data and the coding sheet changes into FORDIMS-P/BS. (DACA-OSB will prepare the appropriate Header File in accordance with the FORDIMS User's Guide.)

7. Other Reporting Requirements

a. USAFAC will provide costs data to CIVPERCEN (ATTN: PECC-CI) monthly for inclusion in the 113-A report in accordance with procedures developed mutually between CIVPERCEN and USAFAC.

b. Feeder reports from F&AOs will be provided to installation manpower management activities serviced by those F&AOs. (No change from present procedures.) Installation F&AOs will provide reports to their respective commands through the CSCFA 218 report system.

c. The reports described in paragraph 7b will be provided from the same data base from which the data reported to USAFAC are drawn. The

installations and OPAGYs will review the data. Errors detected by this review should be reported to the servicing F&AO and civilian personnel office (CPO). OPAGYs may also provide to DACA-OSB a report of the errors and recommended adjustments. These adjustments should be provided to DACA-OSB NLT 45 days following the end of the quarter being reported.

APPENDIXES

- A. Magnetic Tape Format - Report of Obligations
- B. Hard Copy Format - Report of Obligations
- C. Data Element Requirements
- D. FORDIMS-P/BS Data Element Dictionary
- E. Formula for Determining Cumulative Man-Months/Work Years

Table 1
ARMY APPROPRIATIONS WITH CIVILIAN PERSONNEL COSTS

The following Army Appropriations have civilian personnel obligations for military functions. This table lists the appropriations and shows their Treasury code or APCAT which is used to identify the appropriation.

<u>CBS Code</u>	<u>Treasury and P/BS Code</u>	<u>Appropriation</u>
01	2020	Operation and Maintenance, Army
02	7025	Military Family Housing
04	2040	Research, Development, Testing, and Evaluation
05	2065	Operation and Maintenance, Army National Guard
06	2050	Military Construction, Army
07	2086	Military Construction, Army Reserve
08	4992	Army Industrial Fund
10	1080	Military Assistance Program
11	1705	Promotion Rifle Practice
12	2080	Operation and Maintenance, Army Reserve

TABLE 2
MACOM/RCOMD/OPAGY LISTINGS

2

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6/18/65
LIST OF PDB RECORDS/RECORD FILE IN RECORD SEQUENCE

RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	OFFICE NUMBER	RECORD NUMBER
2230	REAS JAPAN			7P	JA	741
2231	USMLO JAMAICA			ZJ	JA	741
2232	USMLO MAITI			ZH	JA	741
2233	USMAAS DON REP			ZR	JA	741
2234	USMLO BARRADOS			ZB	JA	741
2301	CEMTO			TU	JA	742
2302	HQ NORAD/ADC			MC	JA	742
2303	JSTPS			TP	JA	742
2304	USA AF ACTV			EZ	JA	742
2305	COMM SPT ELE			RS	JA	742
2306	AVN SPT ELE			RB	JA	742
2307	HQS ALFSEE			FS	JA	742
2308	HQS AN			PH	JA	742
2309	USRESCOM			RZ	JA	742
2310	ECAC			TS	JA	742
2311	JT SP OP SPT ELN			RE	JA	742
2312	JOINT ELECTRONIC WARFARE CTR			EM	JA	742
2314	HQ ALSKAN CMB			BA	JA	742
2316	CENTRAL CMB			CO	JA	742
2317	JOINT DEPLOY AS			JB	JA	742
2318	MULTI PEACE FCE			PF	JA	742
2319	CENTCOM SPECIAL ACT			C7	JA	742
2320	QMC EGYPT			Z1	JA	742
2321	QMC SUDAN			Z2	JA	742
2322	QMC SOMALIA			Z3	JA	742
2323	LN OFC KENYA			Z4	JA	742
2324	USMTH SAUDI ARABIA			Z5	JA	742
2325	LN OFC KUWAIT			Z6	JA	742
2326	QMC UNITED ARAB EMIRATES			Z7	JA	742
2327	QMC OMAN			Z8	JA	742
2328	QMC YEMEN			Z9	JA	742
2329	QDR PAKISTAN			ZA	JA	742
2330	QMA JORDAN			ZB	JA	742
2335	MISJPH			MP	JA	742
2336	USAE JT TEST			TA	JA	932
2441	JOINT SPECIAL OPERATING AGENCY			44	JA	744
0601	TSG			MD	CE	906
0601	OCE			CE	CE	906
1101	TAGO			TF	AS	911
1102	USA AUDIT AGCY			AA	AU	911
1103	USA SAFETY CENTER			BC	SP	911
1104	NILPERCEN			ML	MP	911
1105	USA PHYS DSABL AGCY			01	SP	911
1106	CIV APPEL REV AGCY			0T	SP	911
1107	DA CIVILIAN TRAINING/EDUC			04	SP	911
1108	INSPECTOR GENERAL			IG	SP	911
1109	NAT CEM DC AREA			C2	SP	911
1110	CIV PERSONNEL CTR			AP	SP	911
1111	USA DRUG/ALCOHOL TECH ACT			AY	SP	911
1112	USA MP OPERATING AGENCY			PG	SP	911
1113	USAMARDA USA MPAR REQUEST AS			RD	SP	911

LIST OF RGS RECORDS/RECORD FILE IN RECORD SEQUENCE

RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	FORM	GROUP	RECORD NUMBER
1114	USA COMMUNITY & FAMILY SPT CEN			PO	9F	911	9F
1201	QACSI			AC	9F	912	9F
1202	USA INTEL OP DET		C	MM	9F	912	9F
1203	GRP MILITARY INTEL		C	AB	JA	912	JA
1204	INTEL AG	M		NI	9F	912	9F
1205	INTEL SPT DET	M		NJ	9F	912	9F
1206	INTEL THREAT DET	M		NL	9F	912	9F
1301	QCSA (DEPARTMENTAL)			CS	CS	913	CS
1302	USA RDA INFO SYS AGCY	M		SI	9F	913	9F
1303	RESM INST DEHAV & SOC SCI			42	9F	913	9F
1304	PRESIDENT SPT DET			67	9F	913	9F
1305	USA MGT SYS SPT AGCY	M		07	9F	913	9F
1306	COMP SYS SPT & EVAL AGCY	M		08	9F	913	9F
1307	CMB & CNIL SPT AGCY	M		35	9F	913	9F
1308	INTEL SYS SPT AGCY	M		12	9F	913	9F
1309	USA RESEARCH ASSOC GRP			06	9F	913	9F
1310	SHAPE LN OFC			53	JA	913	JA
1311	USACEETA	M		LA	JA	913	JA
1312	CONCEPTS ANALYSIS AGENCY	M		CH	9F	913	9F
1313	LOS EVALUATION AGENCY	M		52	9F	913	9F
1400	USA INTELLIGENCE AGCY (USIAIA)			AI	9F	914	9F
1701	USMA			MA	MA	917	MA
1702	USMA PREP SCHOOL			MP	9F	917	9F
1801	NS TECHNICIANS			ON	9F	918	9F
1802	NS COMPUTER CENTER			55	9F	918	9F
1803	NS FOA ACT/PER CEN			0P	9F	918	9F
2101	CIDC			CB	CB	921	CB
2201	OSA (DEPARTMENTAL)			SA	SA	922	SA
2202	OFC CHIEF INFO LOS ANGELES			C3	9F	922	9F
2203	OFC CHIEF INFO NEW YORK			C4	9F	922	9F
2204	OSA FIELD OP AGENCIES			S3	9F	922	9F
2205	USA CMB INFO UNIT			C5	9F	922	9F
2206	USA HOMETOWN NEWS CTR			C6	9F	922	9F
2207	SALINTSPT ACTS)			SL	JA	922	JA
2208	DEFENSE TELEPHONE SERVICE	M		70	JA	922	JA
2209	DA ACQUISITION MGMT REVIEW AGY	M		DF	9F	922	9F
2210	DEFENSE SUPPLY SERVICE		C	71	JA	922	JA
2501	INSCON			AS	AS	925	AS
2502	VINT HILL FARM		C	VH	AS	925	AS
2601	TROOP SPT AGY			ST	9F	926	9F
2601	NATIONAL DEFENSE UNIVERSITY			06	JA	928	JA
3201	USA IADG			IA	JA	932	JA
3202	ASOCA BOARD	M		TQ	JA	932	JA
3203	JPLSCC			01	JA	932	JA
3204	DEF SYS MGT COL	M		D1	JA	932	JA
3205	USA DEF ED MGT INST			DR	JA	932	JA
3206	USACEETA			LP	JA	932	JA
3207	USA-ADPS			0X	JA	932	JA
3208	USANCSG			36	9F	932	9F
3209	CINFO LA	M		59	9F	932	9F
3210	CINFO NY	M		60	9F	932	9F

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LIST OF PMS RECORDS/RECORD FILE IN RECORD SEQUENCE

RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	RECORD FILE	RECORD SPRAY	RECORD NUMBER
7303	USA MANAGEMENT SYS SPT AGCY	N		UN	CH	973	CH
7401	HEALTH SVC CDR			MS	MS	974	MS
7401	PERSON			PC	PC	975	PC
7402	MAAS DOM REPUBLIC			07	JA	976	JA
7403	MS USA SOUTHCON			75	JA	976	JA
7404	UNDELOP ARGENTINA			08	JA	976	JA
7405	UNDELOP BOLIVIA			09	JA	976	JA
7406	UNDELOP BRAZIL			02	JA	976	JA
7407	UNDELOP CHILE			04	JA	976	JA
7408	UNDELOP COLOMBIA			02	JA	976	JA
7409	UNDELOP COSTA RICA			02	JA	976	JA
7410	MAAS ECUADOR			02	JA	976	JA
7411	UNDELOP ELSALVADOR			02	JA	976	JA
7412	UNDELOP GUATEMALA			13	JA	976	JA
7413	UNDELOP HONDURAS			14	JA	976	JA
7414	UNDELOP NICARAGUA			04	JA	976	JA
7415	UNDELOP PANAMA			04	JA	976	JA
7416	UNDELOP PARAGUAY			06	JA	976	JA
7417	MAAS PERU			04	JA	976	JA
7418	UNDELOP URUGUAY			19	JA	976	JA
7419	UNDELOP VENEZUELA			20	JA	976	JA
7420	JANFP ATLANTIC			UN	JA	976	JA
7421	CINC PAC SPT GP			CJ	SP	976	SP
7422	1ST SPC FOR OP DET			08	SP	976	SP
7423	MILITARY LM OFC BARBADOS			04	JA	976	JA
7427	MLD BELIZE			01	JA	976	JA
7428	DAO AUS MAITI			A7	JA	976	JA
7429	DAO AUS SSA MEXICO			A8	JA	976	JA
7430	USA JAPAN			P3	P3	977	P3
7701	USA ELE STARS & STRIPES JAPAN			NP	JA	977	JA
7702	EIGHTH USA			PO	PO	978	PO
7801	UN ADMIN LOS SPT			UA	JA	978	JA
7802	HQ/ROK US SPC			CF	JA	978	JA
7803	HQ UNFCS KOREA/STN ARMY			KB	JA	978	JA
7804	HQ UNFCS KOREA/STN ARMY			UR	JA	978	JA
7805	SEL SVC HQ			BU	JA	980	JA
8201	DEPT OF STATE			NO	JA	980	JA
8202	DEPT OF STATE			NA	JA	980	JA
8203	SOLDIERS AND AIRMEN MORE			SN	JA	980	JA
8204	FEB AVN AGCY			PA	JA	980	JA
8205	USA BATTLE MON CON			RV	JA	980	JA
8206	JICS CIA			CP	JA	980	JA
8207	NASA			BY	JA	980	JA
8208	CIA NICO			LJ	JA	980	JA
8209	ARMY COMADISA AGCY			RM	JA	980	JA
8210	CANAL ZONE GOVT			CZ	JA	980	JA
8211	ADMINSPT ACT			DZ	JA	980	JA
8212	DEPT OF AGRICULTURE			CR	JA	980	JA
8213	CONUREX			CK	JA	980	JA
8214	US ENDA			NE	JA	980	JA
8215	DCI FOR INTEL CON			IK	JA	980	JA
8216							

6/15/78

LIST OF PDS NEWS/ROOMS FILE IN NEWS SOURCE

ROOM	ROOM TITLE	NEWS INDICATOR	CLASS INDICATOR	NEWS ROOM	ROOM FOCUS	SPATIAL NACON	ROOM SCORES
0217	FEDERAL EMERGENCY MGT AGENCY	FE		JA	JA	900	JA
0218	EMERGENCY PRES	EP		JA	JA	900	JA
0219	INTERIOR DEPT	IB		JA	JA	900	JA
0220	JUSTICE DEPT	JB		JA	JA	900	JA
0221	MAT SCI FOUNDATION	MF		JA	JA	900	JA
0222	VETERANS ADMIN	VA		JA	JA	900	JA
0223	MARCOPT INTERDISC SYS CTR	MB		JA	JA	900	JA
0224	USA SPT OUTSIDE DOB	FI		JA	JA	900	JA
0301	WESTCON	P1		JA	JA	900	JA
0401	USAF/DO	SI		JA	JA	900	JA
0402	USAF/DO/7A	SI		JA	JA	900	JA
0403	INTL MIL ACTVS	EU		JA	JA	900	JA
0404	USAFS UNTSOP PALEST	IB		JA	JA	900	JA
0405	SHAPE HQ	IB		JA	JA	900	JA
0406	MATO INTEL STAFF	IB		JA	JA	900	JA
0407	NORTHERN ARMY GROUP ELEMENT	IB		JA	JA	900	JA
0408	USECON	IB		JA	JA	900	JA
0409	USECON SCTY ASST GP	IB		JA	JA	900	JA
0410	NAAS IRAN	IB		JA	JA	900	JA
0411	NAAS PORTUGAL	IB		JA	JA	900	JA
0412	NAAS SPAIN	IB		JA	JA	900	JA
0413	NAAS GREECE	IB		JA	JA	900	JA
0414	NAAS TURKEY	IB		JA	JA	900	JA
0415	USLND MOROCCO	IB		JA	JA	900	JA
0416	USLND SAUDI ARABIA	IB		JA	JA	900	JA
0417	USLND ZAIRE	IB		JA	JA	900	JA
0418	USLND LIBERIA	IB		JA	JA	900	JA
0419	USLND KENYA	IB		JA	JA	900	JA
0420	USLND SPEC ACT	IB		JA	JA	900	JA
0421	USLND TUNISIA	IB		JA	JA	900	JA
0422	SSA TO USDAO JORDAN	IB		JA	JA	900	JA
0423	SSA TO USDAO NIGERIA	IB		JA	JA	900	JA
0424	US - SPANISH CYCPS	IB		JA	JA	900	JA
0425	NAAS NORWAY	IB		JA	JA	900	JA
0426	NAAS BELUX	IB		JA	JA	900	JA
0427	NAAS DENMARK	IB		JA	JA	900	JA
0428	NAAS ETHIOPIA	IB		JA	JA	900	JA
0429	NAAS FRANCE	IB		JA	JA	900	JA
0430	NAAS GERMANY	IB		JA	JA	900	JA
0431	NAAS ITALY	IB		JA	JA	900	JA
0432	NAAS NETHERLANDS	IB		JA	JA	900	JA
0433	ONE EGYPT	IB		JA	JA	900	JA
0434	ONE YEMAH	IB		JA	JA	900	JA
0435	ONE SUDAN	IB		JA	JA	900	JA
0436	ODC BELGIUM	IB		JA	JA	900	JA
0437	DAG AUS OMAN	IB		JA	JA	900	JA
0438	ODC DENMARK	IB		JA	JA	900	JA
0439	ODC FRANCE	IB		JA	JA	900	JA
0440	ODC GERMANY	IB		JA	JA	900	JA
0441	ODC ITALY	IB		JA	JA	900	JA
0442	ODC NETHERLANDS	IB		JA	JA	900	JA

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LIST OF PDS RECORDS/RECORDS FILE IN RECORD SEQUENCE

RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	FORM	OPNAV RECORD	RECORD NUMBER
9437	ODC NORWAY			39	JA	894	JA
9438	DAO AUS AUSTRIA			A1	JA	894	JA
9439	DAO AUS NIGERIA			A2	JA	894	JA
9440	DAO AUS UK			A3	JA	894	JA
9441	DAO AUS GHANA			A4	JA	894	JA
9442	DAO AUS LEBANON			A5	JA	894	JA
9443	DAO AUS YUGOSLAVIA			A6	JA	894	JA
9444	OPC UNITED ARAB EMIRATES			AR	UC	894	J1
9445	OPC SOMALIA			80	UC	894	J1
9446	MULTI PEACE FORCE			BI	UC	894	J1
9447	EUCOM CONTACT OFC TURKEY			CT	JA	894	JA
9448	SILK PURSE			SP	JA	894	JA
9449	SOTFE			SE	JA	894	JA
9450	DEF ANALYSIS CTR			DA	JA	894	JA
9451	EUCOM NAT MIL REP SHAPE			MS	JA	894	JA
9452	LIVE OAK			LO	JA	894	JA
9453	NATO MPN SCHOOL			MM	JA	894	JA
9454	USLO KUWAIT			KU	JA	894	JA
9455	DAO AUS SENEGAL			AP	JA	894	JA

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LIST OF PBS RECORD/RECORD FILE IN RECORD SEQUENCE

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RECORD	RECORD	RECORD	HISTORY	CLASS	RECORD	RECORD
NO	NO	TITLE	INDICATOR	INDICATOR	FORM	MACON
NO	NO	TITLE	INDICATOR	INDICATOR	FORM	MACON
AA	1102	USA AUDIT AGENCY			AU	911 AU
AB	1203	GRP MILITARY INTEL			JA	912 JA
AC	1201	OACSI		C	SF	912 SF
AD	3234	ARMY DEV ENPL AG ADEA			SF	932 SF
AE	3229	1 SP FOR OPMS DELTA			SF	932 SF
AF	2216	HQ AFSE		H	JA	741 JA
AG	3226	CAA			SF	932 SF
AH	1400	USA INTELLIGENCE AGENCY (USAIA)			SF	914 SF
AI	3227	USALEA			SF	932 SF
AJ	3230	US ARMY AUDIOVISUAL ACT			SF	932 SF
AK	3224	US ARMY SCTY ASST LA		H	SF	932 SF
AL	2213	ARMED FORCES STAFF COL			JA	741 JA
AM	9431	DAO AUG OMAN			JA	894 JA
AN	1110	CIV PERSONNEL CTR			SF	911 SF
AO	9444	QMC UNITED ARAB EMIRATES			UC	894 UC
AP	2501	INSCOH		C	AS	925 AS
AQ	2204	HQ ATLANTIC CMD			JA	741 JA
AR	5704	USA WAR COLLEGE			SF	257 SF
AS	2211	HQ SACLAN			JA	741 JA
AT	1111	USA DRUG/ALCOHOL TECH ACT			SF	911 SF
AV	2205	HQ USFORAZ			JA	741 JA
AW	9430	DAO AUG AUSTRIA			JA	894 JA
AX	9439	DAO AUG NIGERIA			JA	894 JA
AY	9440	DAO AUG UK			JA	894 JA
AZ	9441	DAO AUG GHANA			JA	894 JA
BA	9442	DAO AUG LEBANON			JA	894 JA
BB	9443	DAO AUG YUGOSLAVIA			JA	894 JA
BC	7620	DAO AUG HAITI			JA	276 JA
BD	7629	DAO AUG SSA MEXICO			JA	276 JA
BE	9455	DAO AUG SENEGAL			JA	894 JA
BF	2314	HQ ALSKAN CMD			JA	742 JA
BG	2208	HQ USFOR JAP		H	JA	741 JA
BH	2209	HQ UNCUSFOR KOREA		H	JA	741 JA
BI	2210	HQ ANTILLES DEF PER			SF	911 SF
BJ	1103	USA SAFETY CENTER			SF	922 SF
BK	2209	DA ACQUISITION MGMT REVIEW AGY			JA	276 JA
BL	7616	USHILGP PARAGUAY			JA	276 JA
BM	7607	USHILGP CHILE			JA	276 JA
BN	9446	MULTI PEACE FORCE			UC	894 UC
BO	2215	PACCOM ELINT CTR			JA	741 JA
BP	7623	MILITARY LN OFC BARBADOS			JA	276 JA
BQ	7614	USHILGP NICARAGUA			JA	276 JA
BR	7615	USHILGP PANAMA			JA	276 JA
BS	2222	TAIWAN DEF CMD			JA	741 JA
BT	3207	USA-AAFES		H	JA	932 JA
BV	7606	USHILGP BRAZIL			JA	276 JA
BW	7605	USHILGP BOLIVIA			JA	276 JA
BX	7627	HQ BELIZE			JA	276 JA
BY	3234	US ARMY COST CENTER			SF	932 SF
BZ	2101	CIOC			CB	921 CB
CA	A001	US ARMY INFORMATION SYS CMD			CZ	0A3 CZ

LIST OF PBS RECORD/RECORD FILE IN RECORD SEQUENCE

RECORD	RECORD	HISTORY	CLASS	INDICATOR	INDICATOR	FOOT	OPAS	NACON	ROSES
NO	TITLE								
CO	USA FORCE DEV SPT AGCY					SF	0A3	SF	
CE	OCE					CE	900	CE	
CF	HQ/ROK US SFC	M				JA	470	JA	
CG	CINCPAC SPT GP	M				SF	932	SF	
CH	MAAG REP CHINA	M				JA	741	JA	
CJ	CINCPAC SPT GP	M				SF	276	SF	
CK	US ARMY CONTRACTING SPT OFC					SF	932	SF	
CL	CONCEPTS ANALYSIS AGENCY	M				SF	913	SF	
CM	CENTRAL CHD					JA	742	JA	
CO	JICS CIA					JA	900	JA	
CP	DEPT OF AGRICULTURE	M				JA	900	JA	
CQ	COMP SYS SPT & AQUIST AGCY	M				SF	932	SF	
CR	OCSEA (DEPARTMENTAL)					CS	913	CS	
CS	EUCOM CONTACT OFC TURKEY					JA	094	JA	
CT	USA ELEMENT JOINT COMM UNIT					JA	932	JA	
CU	VFOMIS PRODUCT MANAGER OFFICE					SF	0A3	SF	
CV	USA MANAGEMENT SYS SPT AGENCY					CZ	0A3	CZ	
CA	COMIREX	M				JA	900	JA	
CX	CANAL ZONE GOVT					JA	900	JA	
CZ	US ARMY INFO SYS SOFT SPT CHD					CZ	0A3	CZ	
CI	NAT CEN DC AREA	M				SF	911	SF	
C2	OFC CHIEF INFO LOS ANGELES					SF	922	SF	
C3	OFC CHIEF INFO NEW YORK					SF	922	SF	
C4	USA CHD INFO UNIT					SF	922	SF	
C5	USA HOMETOWN NEWS CTR					SF	922	SF	
C6	CENTCOM SPECIAL ACT					JA	742	JA	
C7	USA COMP SYS SEL & ADQ AGY					CZ	0A3	CZ	
C8	US ARMY AUDIOVISUAL CENTER					CZ	0A3	CZ	
C9	DEF ANALYSIS CTR					JA	094	JA	
DA	DEF COMM AGCY					DF	543	DF	
DB	DEF NUC AGCY					DF	543	DF	
DC	OSD					DF	541	DF	
DD	DIA/DEF ATT SYS					DF	544	DF	
DE	DEF MAP AGENCY					DF	740	DF	
DF	DEF XINES SVS					DF	740	DF	
DG	OFC CHAMPUS					DF	541	DF	
DH	DLA	M				DF	547	DF	
DI	FED EMER MGT AGENCY	M				DF	744	DF	
DJ	USA DEF EO MGT INST					JA	932	JA	
DK	USHILGP ELSALVADOR					JA	276	JA	
DL	DEF SYS MGT CGE	M				JA	257	JA	
DM	DEFENSE AUDIOVISUAL AGENCY					DF	541	DF	
DN	DEF SYS MGT COL	M				JA	932	JA	
DO	JTC3A					DF	541	DF	
DP	JCRC					JA	741	JA	
DQ	OMC EGYPT					UC	094	UC	
DR	LANTCOM ELINT CTR					JA	741	JA	
DS	MAAG EQUADOR					JA	276	JA	
DT	EXECCOFC PRES					JA	900	JA	
DU	USAREUR/7A					EU	300	EU	
DV	JOINT ELECTRONIC WARFARE CTR					JA	742	JA	

LIST OF PBS RCONO/RCONO FILE IN RCONO SEQUENCE

RCONO RCONO	RCONO TITLE	HISTORY INDICATOR	CLASS INDICATOR	RCONO	OPASV	NACON	RCONO
EY	2212	US ARMY NAVY ACT		JA	741	JA	
EZ	2304	USA AF ACTV		JA	742	JA	
FA	6205	FED AVN AGCY		JA	900	JA	
FB	3239	USA FORCE DEV SPT AGCY		SF	932	SF	
FC	7601	FORSCOM		FC	276	FC	
FE	6217	FEDERAL EMERGENCY MGT AGENCY		JA	900	JA	
FI	3213	USA FINPACCTG CTR		SF	932	SF	
FN	2306	HQS AN		JA	742	JA	
FO	1114	USA COMMUNITY & FAMILY SPT CEN		SF	911	SF	
FS	2307	HQS ALFSEE		JA	742	JA	
FI	6224	USA SPT OUTSIDE DOD		JA	900	JA	
HC	2A02	UNIF SVC UNIT		DF	541	DF	
HH	1202	USA INTEL OP DET		SF	912	SF	
HI	1204	INTEL AG		SF	912	SF	
HJ	1205	INTEL SPT DET		SF	912	SF	
HL	1206	INTEL THREAT DET		SF	912	SF	
HS	7401	HEALTH SVC CMD		HS	974	HS	
HM	8203	DEPT OF HEW		JA	900	JA	
IA	3201	USA IADB		JA	932	JA	
IB	8903	USMAG UNTSOP PALEST		JA	300	JA	
ID	6219	INTERIOR DEPT		JA	900	JA	
IE	2219	IBERIAN LANTCOM		JA	741	JA	
IG	1106	INSPECTOR GENERAL		SF	911	SF	
IJ	8209	CIA WICO		JA	900	JA	
IK	8216	DCI FOR INTEL COM		JA	900	JA	
IL	1308	INTEL SYS SPT AGCY		SF	913	SF	
JC	2B01	OJCS		DF	542	DF	
JD	2317	JOINT DEPLOY AG		JA	742	JA	
JE	3222	USA GAO JTF		SF	932	SF	
JF	5702	JAG SCHOOL		SF	257	SF	
JG	2202	JUSMAG THAI		JA	741	JA	
JH	3232	USA ELEMENT JOINT SP OPS CMD		JA	932	JA	
JI	9415	SSA TO USDAO JORDAN		UC	894	J1	
JK	8220	JUSTICE DEPT		JA	900	JA	
JL	3236	SPECIAL OPNS SPT ELMT		JA	932	JA	
JM	2218	ODR PAKISTAN		JA	741	JA	
JN	2220	JUSMAG KOREA		JA	741	JA	
JO	7604	USHILGP ARGENTINA		JA	276	JA	
JP	7606	USHILGP COLUMBIA		JA	276	JA	
JK	7609	USHILGP COSTA RICA		JA	276	JA	
KL	9454	USLO KUWAIT		JA	894	JA	
KM	3604	KHAJALEIN HIS RING		SC	936	SC	
KN	7804	HQ USFCS KOREA/8TH ARMY		JA	478	JA	
KO	2206	HQ ICID DEF FOR		JA	741	JA	
LP	1311	USACEETA		JA	913	JA	
LO	9452	LIVE OAK		JA	894	JA	
LP	3206	USACEETA		JA	932	JA	
MA	1701	USMA		MA	917	MA	
MB	3605	BHDOA		SC	936	SC	
MC	3233	HISTORICAL RCONO		SF	932	SF	
MD	0601	TSG		MD	906	MD	

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LIST OF PDS MCOFD/RCOFD FILE IN MCOFD SEQUENCE

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MCOFD RCOFD	RCOFD TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCOFD	OPASV	NACON	RCODES
NE 3602	MILITARY ENL PROC COMMAND	H		RC	936	RC	RC
NF 6A04	COMMAND SYSTEMS INTEGRATED OFC			SF	600	SF	SF
NH 3210	USA MIL HIST INSTITUTE-USAMHI			SF	932	SF	SF
NL 1104	MILPERCEN			MP	911	SF	SF
NP 1702	USMA PREP SCHOOL			SF	917	SF	SF
NT 3501	MTWC			MT	935	MT	MT
NW 4001	MDW			MM	940	MM	MM
NZ 3603	BMDATC			SC	936	SC	SC
NI 6A01	ARMY MATERIEL COMMAND			NI	600	NI	NI
NA 3225	NATO LN OFC			JA	932	JA	JA
NB 8223	NARCOT INTERDIC SYS CTR			JA	900	JA	JA
NC 2302	HQ NORAD/ADC			JA	742	JA	JA
ND 8202	DEPT OF STATE			JA	900	JA	JA
NE 8215	US ERDA			JA	900	JA	JA
NG 9416	SSG TO USDAO NIGERIA			UC	894	J1	J1
NH 9451	EUCOM NAT MIL REP SHAPE			JA	894	JA	JA
NP 7702	USA ELE STARS & STRIPES JAPAN			JA	477	JA	JA
NS 2101	USA SPT TO NSA			NS	925	DF	DF
NH 9453	NATO WPN SCHOOL			JA	894	JA	JA
NO 8906	NORTHERN ARMY GROUP ELEMENT			JA	300	JA	JA
PC 2207	HQ PACIFIC CMD			JA	741	JA	JA
PF 2318	MULTI PEACE FCE			JA	742	JA	JA
PK 2201	PAC STARS & STRIPES			JA	741	JA	JA
PM 3901	MIL/ENL PROC CMD			PM	939	PM	PM
PO 1112	USA MP OPERATING AGENCY			SF	911	SF	SF
PI 8301	WESTCOM			P1	982	P1	P1
P3 7701	USA JAPAN			P3	477	P3	P3
PO 7801	EIGHTH USA			P6	478	P6	P6
RB 2306	AVN SPT ELE			JA	742	JA	JA
RC 3601	USAREC			RC	938	RC	RC
RD 1113	USAMARDA USA MPAR REQDOC AG			SF	911	SF	SF
RE 2311	JT SP OP SPT ELN			JA	742	JA	JA
RG 1309	USA RESEARCH ASSOC GRP			SF	913	SF	SF
RI 2309	USREDCOM			JA	742	JA	JA
RP 3235	US ARMY RESERVE PERS CENTER			SF	932	SF	SF
RS 2305	COMM SPT ELE			JA	742	JA	JA
RU 8201	SEL SVC HQ			JA	900	JA	JA
RV 8206	USA BATTLE MON COM			JA	900	JA	JA
RW 8210	ARMS CONADISA AGCY			JA	900	JA	JA
RY 8200	NASA			JA	900	JA	JA
RZ 8212	ADMINISPT ACT			JA	900	JA	JA
SA 2201	OSA (DEPARTMENTAL)			SA	922	SA	SA
SB 9430	ODC BELGIUM			JA	894	JA	JA
SC 9417	US - SPANISH CMCPs			UC	894	J1	J1
SD 7622	1ST SPC FOR OP DET			SF	276	SF	SF
SE 9449	SOTFE			JA	894	JA	JA
SF 8221	NAT SCI FOUNDATION			JA	900	JA	JA
SH 8204	SOLDIERS AND AIRMEN HOME			JA	900	JA	JA
SJ 2207	SACJNTASPT ACTS)			JA	922	JA	JA
SP 9448	SILK PURSE			JA	894	JA	JA
SS 9413	EUCOM SPEC ACT			UC	894	J1	J1

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LIST OF PBS MCOMD/RCONO FILE IN MCOMD SEQUENCE

MCOMD RCONO	RCONO TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCOMD	OPASY	MACOM	RCONO
ST	2601	TROOP SPT AGY		SF	926	SF	
SU	9429	OMC SUDAN		UC	894	JA	
SW	2401	SD10		DF	936	DF	
SO	9445	OMC SOMALIA		UC	894	J1	
S1	8401	USARSO		SU	904	SU	
S2	3219	USA TROOP SPT AGY	H	SF	932	SF	
S3	2204	OSA FIELD OP AGENCIES		SF	922	SF	
S4	9432	ODC DENMARK		JA	894	JA	
S5	9433	ODC FRANCE		JA	894	JA	
S6	9434	ODC GERMANY		JA	894	JA	
S7	9435	ODC ITALY		JA	894	JA	
S8	9436	ODC NETHERLANDS		JA	894	JA	
S9	9437	ODC NORWAY		JA	894	JA	
TA	2336	USAE JT TEST		JA	932	JA	
TC	5701	TRADOC		TC	257	TC	
TD	6A03	DEF SYS MGMT COLLEGE		JA	600	JA	
TE	3220	USA OT&EVAL AGY		SF	932	SF	
TF	1101	TAGO		AG	911	AG	
TP	2303	JSTPS	H	JA	742	JA	
TQ	3202	ASDCA BOARD		JA	932	JA	
TS	2310	ECAC		JA	742	JA	
TT	5705	TAFT/ETSS TEAMS		TC	257	TC	
TU	2301	CENTO		JA	742	JA	
UA	7802	UN ADMIN LOG SPT	H	JA	478	JA	
UM	7303	USA MANAGEMENT SYS SPT AGCY	H	CH	973	CH	
UP	7617	MAAG PERU		JA	276	JA	
UR	7805	HQ UNK/ROC CFC		JA	478	JA	
US	9402	USECOM SCTY ASST GP		UC	894	J1	
UM	7620	JUNTF ATLANTIC		JA	276	JA	
VA	8222	VETERANS ADMIN		JA	980	JA	
VF	7302	VFDHIS PROJECT MANAGER OFC	H	SF	973	SF	
VH	2502	VINT HILL FARM		AS	925	AS	
WP	2335	WISJPH		JA	742	JA	
WS	2A04	WASH HQ-SVC,DOO		DF	541	DF	
YE	9428	OMC YEMEN		UC	894	J1	
ZA	2329	ODR PAKISTAN		JA	742	JA	
ZB	2330	OMA JORDAN		JA	742	JA	
ZD	2234	USHLO BARBADOS		JA	741	JA	
ZH	2232	USHLO HAITI		JA	741	JA	
ZJ	2231	USHLO JAMAICA		JA	741	JA	
ZR	2233	USMAAG DOM REP		JA	741	JA	
Z1	2320	OMC EGYPT		JA	742	JA	
Z2	2321	OMC SUDAN		JA	742	JA	
Z3	2322	OMC SOMALIA		JA	742	JA	
Z4	2323	LN OFC KENYA		JA	742	JA	
Z5	2324	USMTH SAUDI ARABIA		JA	742	JA	
Z6	2325	LN OFC KUWAIT		JA	742	JA	
Z7	2326	OMC UNITED ARAB EMIRATES		JA	742	JA	
Z8	2327	OMC OMAN		JA	742	JA	
Z9	2328	OMC YEMEN		JA	742	JA	
0A	9418	MAAG NORWAY	H	JA	894	JA	

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LIST OF PBS RECORD/RECORD FILE IN RECORD SEQUENCE

RECORD	RECORD	RECORD	HISTORY	CLASS	RECORD	OPAS	MACOM	RECORD
NO	NO	TITLE	INDICATOR	INDICATOR	NO	NO	NO	NO
08	9404	MAAG PORTUGAL			UC	094	J1	
09	9405	JUSHAG SPAIN			UC	094	J1	
10	9406	JUSHAG GREECE			UC	094	J1	
11	9407	MAAG TURKEY			UC	094	J1	
12	9408	USLUD MOROCCO			UC	094	J1	
13	9409	MAAG IRAN			UC	094	J1	
14	9410	USMTH SAUDI ARABIA			UC	094	J1	
15	9411	USMTH TUNISIA			UC	094	J1	
16	1001	NG TECHNICIANS			GB	918	GB	
17	1003	NG FOA ACT/PER CEN			NG	918	NG	
18	1106	CIV APPEL REV AGCY			SF	911	SF	
19	3221	USA MIL HIST CTR			SF	932	SF	
20	9411	USMTH LIBERIA			UC	094	J1	
21	1105	USA PHYS DSABL AGCY			SF	911	SF	
22	1107	DA CIVILIAN TRAINING/EDUC			SF	911	SF	
23	3217	USA WAR COLLEGE			SF	932	SF	
24	1305	USA MGT SYS SPT AGCY			SF	913	SF	
25	1306	COMP SYS SPT & EVAL AGCY			SF	913	SF	
26	3401	BMD'S CMD			SC	934	SC	
27	2224	ATLANTIC ADM CP			JA	741	JA	
28	11	BMDPO			SC	934	SC	
29	7612	USMILGP GUATEMALA			JA	276	JA	
30	7613	USMILGP HONDURAS			JA	276	JA	
31	7301	US ARMY COMPUTER SYS CMD			CM	973	CM	
32	7618	USMILGP URUGUAY			JA	276	JA	
33	2225	JT AIR RECON CTR			JA	741	JA	
34	7619	USMILGP VENEZUELA			JA	276	JA	
35	2223	CHANNEL COMMAND ELE			JA	741	JA	
36	9410	USMTH ZAIRE			UC	094	J1	
37	2226	PACOM AEN CP			JA	741	JA	
38	8905	NATO INTEL STAFF			JA	308	JA	
39	1307	CMO & CNL SPT AGCY			SF	913	SF	
40	3208	USANCSG			SF	932	SF	
41	2227	PACOM ADP SSG			JA	741	JA	
42	1303	RESH INST BEHAV & SOC SCI			JA	913	JA	
43	2441	JOINT SPECIAL OPERATING AGENCY			JA	744	JA	
44	2228	PACOM MISC JWP			JA	741	JA	
45	1302	USA RDA INFO SYS AGCY			SF	913	SF	
46	1313	LOG EVALUATION AGENCY			SF	913	SF	
47	1310	SHAPE LN OFC			JA	913	JA	
48	1802	NSB COMPUTER CENTER			GB	918	GB	
49	3216	USA CHAPLAIN BO			SF	932	SF	
50	3209	CINFO LA			SF	932	SF	
51	2229	OMA INDONESIA			JA	741	JA	
52	3210	CINFO NY			SF	932	SF	
53	3214	USA CND INFO UNIT			SF	932	SF	
54	3215	USA HOMETOWN NEWS UNIT			SF	932	SF	
55	3211	USA LEG SVC AGY			SF	932	SF	
56	3212	USA CLAIMS SVC OFC			SF	932	SF	
57	1304	PRESIDENT SPT DET			SF	913	SF	
58	2230	MDAO JAPAN			JA	741	JA	

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LIST OF PBS MCONO/RCONO FILE IN MCONO SEQUENCE

MCONO	RCONO	RCONO TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCOPO	OPASY	MACON	RCONO
70	2206	DEFENSE TELEPHONE SERVICE	H		JA	922	JA	
71	2210	DEFENSE SUPPLY SERVICE	H		JA	922	JA	
74	9412	USALNO KENYA			UC	894	J1	
75	7603	HQ USA SOUTHCOM			JA	276	JA	
77	9401	USECOM			UC	894	J1	
78	8902	INTL MIL ACTVS			JA	300	JA	
80	8904	SHAPE HQ			JA	300	JA	
81	3203	JMUSOC			JA	932	JA	
84	2801	NATIONAL DEFENSE UNIVERSITY			JA	928	JA	
87	7602	MAAG DOM REPUBLIC			JA	276	JA	
88	6A02	TRI-TAC			JA	600	JA	
90	2203	JUSMAG PHI	H		JA	741	JA	
91	9419	MAAG BELLUX	H		JA	894	JA	
92	9420	MAAG DENMARK	H		JA	894	JA	
93	9421	MAAG ETHIOPIA	H		JA	894	JA	
94	9422	MAAG FRANCE	H		JA	894	JA	
95	9423	MAAG GERMANY	H		JA	894	JA	
97	9424	MAAG ITALY	H		JA	894	JA	
99	9425	MAAG NETHERLANDS	H		JA	894	JA	

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LIST OF PDS RECORD/RECORD FILE IN PCONB/RECORD SEQUENCE

PCONB RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	SPASV NUMBER	MACON NUMBER
AS 1101	TAGO			TP 911	AS	AS
AS 2501	INSCON		C	AS 905	AS	AS
AS 2502	VINT WILL FARM		C	VM 905	AS	AS
AU 1102	USA AUDIT AGENCY			AA 911	AU	AU
CB 2101	CIDC			CB 901	CB	CB
CE 0001	OCE			CE 900	CE	CE
CH 7301	US ARMY COMPUTER SYS CMD	H		IS 973	CH	CH
CH 7303	USA MANAGEMENT SYS SPT AGENCY	H		UM 973	CH	CH
CH 1301	OCISA (DEPARTMENTAL)			CS 913	CS	CS
CH 1303	US ARMY INFORMATION SYS CMD			CC 913	CS	CS
CH 1305	US ARMY INFO SYS SOFT SPT CMD			CI 913	CS	CS
CH 1307	US ARMY INFO SYS SEL & ADQ AGENCY			CI 913	CS	CS
CH 1309	US ARMY AUDIOVISUAL CENTER			CI 913	CS	CS
CH 1311	USA MANAGEMENT SYS SPT AGENCY			CI 913	CS	CS
CH 1313	OSD			CI 913	CS	CS
CH 1315	UNIF SVC UNIV			CI 913	CS	CS
CH 1317	OFC CHAMPUS			CI 913	CS	CS
CH 1319	WASH HQ-SVC-DOO			CI 913	CS	CS
CH 1321	DEFENSE AUDIOVISUAL AGENCY			CI 913	CS	CS
CH 1323	OJCS			CI 913	CS	CS
CH 1325	DEF COM AGENCY			CI 913	CS	CS
CH 1327	DIA/DEF ATT SYS			CI 913	CS	CS
CH 1329	DEF NUC AGENCY			CI 913	CS	CS
CH 1331	FED EMER MGT AGENCY			CI 913	CS	CS
CH 1333	DEF MAP AGENCY			CI 913	CS	CS
CH 1335	DEF INVS SYS			CI 913	CS	CS
CH 1337	SD10			CI 913	CS	CS
CH 1339	JTC1A			CI 913	CS	CS
CH 1341	DLA			CI 913	CS	CS
CH 1343	USAREUR/7A			CI 913	CS	CS
CH 1345	FORSCON			CI 913	CS	CS
CH 1347	NS TECHNICIANS			CI 913	CS	CS
CH 1349	NSO COMPUTER CENTER			CI 913	CS	CS
CH 1351	HEALTH SVC CMD			CI 913	CS	CS
CH 1353	PAC STARS & STRIPES			CI 913	CS	CS
CH 1355	JUSMAG THAI			CI 913	CS	CS
CH 1357	JUSMAG PHI			CI 913	CS	CS
CH 1359	HQ ATLANTIC CMD			CI 913	CS	CS
CH 1361	HQ USFORAZ			CI 913	CS	CS
CH 1363	HQ ICLO DEF FOR			CI 913	CS	CS
CH 1365	HQ PACIFIC CMD			CI 913	CS	CS
CH 1367	HQ USFOR JAP			CI 913	CS	CS
CH 1369	HQ UNICUSFOR KOREA			CI 913	CS	CS
CH 1371	HQ ANTILLES DEF PER			CI 913	CS	CS
CH 1373	HQ SACLANT			CI 913	CS	CS
CH 1375	US ARMY NAVY ACT			CI 913	CS	CS
CH 1377	ARMED FORCES STAFF COL			CI 913	CS	CS
CH 1379	MAAG REP CHINA			CI 913	CS	CS
CH 1381	PACCOM ELINT CTR			CI 913	CS	CS
CH 1383	HQ AFSE			CI 913	CS	CS
CH 1385	LANTCOM ELINT CTR			CI 913	CS	CS

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LIST OF PDS RECORDS/RECORDS FILE IN PDS/RECORDS SEQUENCE

PCORDS	RECORDS	RECORDS TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORDS NUMBER	OPNAV NUMBER	RECORDS NUMBER
JA	2218	ODR PAKISTAN			KI	741	JA
JA	2219	ISERIAN LANTCOM			IE	741	JA
JA	2220	JUSNAS KOREA			EM	741	JA
JA	2221	JCRC			ES	741	JA
JA	2222	TAIHAN DEF CMB	M		BT	741	JA
JA	2223	CHANNEL COMMAND ELE			ES	741	JA
JA	2224	ATLANTIC AMN CP			LP	741	JA
JA	2225	JT AIR RECON CTR			EP	741	JA
JA	2226	PACOM AMN CP			SP	741	JA
JA	2227	PACOM ADP SSG			GP	741	JA
JA	2228	PACOM NISC JNP			GP	741	JA
JA	2229	ONA INDONESIA			GP	741	JA
JA	2230	MDAO JAPAN			7P	741	JA
JA	2231	USMLO JAMAICA			ZJ	741	JA
JA	2232	USMLO NAITI			ZH	741	JA
JA	2233	USMAAS DOM REP			ZR	741	JA
JA	2234	USMLO BARBADOS			ZB	741	JA
JA	2301	CENTO			TU	742	JA
JA	2302	HQ NORAD/ADC			NC	742	JA
JA	2303	JSTPS			TP	742	JA
JA	2304	USA AF ACTV			EZ	742	JA
JA	2305	COMN SPT ELE			RS	742	JA
JA	2306	AVN SPT ELE			RS	742	JA
JA	2307	MOS ALFSEE			PS	742	JA
JA	2308	MOS AM			PM	742	JA
JA	2309	USREDCON			RI	742	JA
JA	2310	ECAC			TS	742	JA
JA	2311	JT SP OP SPT ELN			RE	742	JA
JA	2312	JOINT ELECTRONIC WARFARE CTR			EM	742	JA
JA	2313	HQ ALSAN CMB			BA	742	JA
JA	2314	CENTRAL CMB			CG	742	JA
JA	2315	JOINT DEPLOY AG			JB	742	JA
JA	2316	MULTI PEACE FCE			MY	742	JA
JA	2317	CENTCOM SPECIAL ACT			C7	742	JA
JA	2318	ONC EGYPT			Z1	742	JA
JA	2319	ONC SUDAN			Z2	742	JA
JA	2320	ONC SOMALIA			Z3	742	JA
JA	2321	LM OFC KENYA			Z4	742	JA
JA	2322	USMTH SAUDI ARABIA			Z5	742	JA
JA	2323	LM OFC KUWAIT			Z6	742	JA
JA	2324	ONC UNITED ARAB EMIRATES			Z7	742	JA
JA	2325	ONC OMAN			Z8	742	JA
JA	2326	ONC YEMEN			Z9	742	JA
JA	2327	ODR PAKISTAN			ZA	742	JA
JA	2328	ONA JORDAN			ZB	742	JA
JA	2329	MISJPT			MP	742	JA
JA	2330	USAE JT TEST			TA	912	JA
JA	2331	JOINT SPECIAL OPERATIONS AGENCY			44	744	JA
JA	2441	GRP MILITARY INTEL			AG	912	JA
JA	1203	SHAPE LM OFC			53	913	JA
JA	1310	USACEETA			LM	913	JA
JA	1311						

LIST OF PMS NCMB/NCMB FILE IN FORM/NCMB SEQUENCE

FORM NCMB	NCMB TITLE	HISTORY INDICATOR	CLASS INDICATOR	NCMB NUMBER	SPMS NUMBER	NCMB NUMBER
JA 2207	SALINTSPT ACTS)			8J	922	JA
JA 2208	DEFENSE TELEPHONE SERVICE	H		70	922	JA
JA 2210	DEFENSE SUPPLY SERVICE	H		71	922	JA
JA 2201	NATIONAL DEFENSE UNIVERSITY			66	900	JA
JA 3201	USA IABG			2A	932	JA
JA 3202	ASPCA BOARD	H		70	932	JA
JA 3203	JRUSDC			61	932	JA
JA 3204	DEF SYS MST COL	H		01	932	JA
JA 3206	USA DEF EG MST INST			02	932	JA
JA 3206	USACEETA			LP	932	JA
JA 3207	USA-AAFES			0K	932	JA
JA 3225	MATO LN OFC			MA	932	JA
JA 3231	USA ELEMENT JOINT COMM UNIT			CU	932	JA
JA 3232	USA ELEMENT JOINT SP OPS CNO			JS	932	JA
JA 3230	SPECIAL OPS SPT ELMT			J9	932	JA
JA 5703	DEF SYS MST CSE	H		0T	257	JA
JA 6A02	TRI-TAC			00	000	JA
JA 6A03	DEF SYS MONT COLLEGE			70	000	JA
JA 7602	MAAS DOM REPUBLIC			07	276	JA
JA 7603	HQ USA SOUTHCN			75	276	JA
JA 7604	USMILP ARGENTINA			00	276	JA
JA 7605	USMILP BOLIVIA			00	276	JA
JA 7606	USMILP BRAZIL			02	276	JA
JA 7607	USMILP CHILE			00	276	JA
JA 7608	USMILP COLUMBIA			02	276	JA
JA 7609	USMILP COSTA RICA			KT	276	JA
JA 7610	MAAS EQUADOR			00	276	JA
JA 7611	USMILP ELSALVADOR			00	276	JA
JA 7612	USMILP GUATEMALA			13	276	JA
JA 7613	USMILP HONDURAS			14	276	JA
JA 7614	USMILP NICARAGUA			00	276	JA
JA 7615	USMILP PANAMA			00	276	JA
JA 7616	USMILP PARAGUAY			00	276	JA
JA 7617	MAAS PERU			UP	276	JA
JA 7618	USMILP URUGUAY			19	276	JA
JA 7619	USMILP VENEZUELA			20	276	JA
JA 7620	JAMTF ATLANTIC			00	276	JA
JA 7623	MILITARY LN OFC BARBADOS			00	276	JA
JA 7627	PLO BELIZE			01	276	JA
JA 7628	DAO AUS MAITI			A7	276	JA
JA 7629	DAO AUS SSA MEXICO			AS	276	JA
JA 7702	USA ELE STARS & STRIPES JAPAN			NP	477	JA
JA 7802	UN ADMIN LOG SPT	H		UA	470	JA
JA 7803	HQ/POK US SFC	H		CF	470	JA
JA 7804	HQ USFCS KOREA/8TH ARMY			AS	470	JA
JA 7805	HQ UNC/ROC CFC			UR	470	JA
JA 8201	SEL SVC HQ			RU	900	JA
JA 8202	DEPT OF STATE			NO	900	JA
JA 8203	DEPT OF MEM			MM	900	JA
JA 8204	SOLDIERS AND AIRMEN HOME			SM	900	JA
JA 8205	FED AVN AGCY	H		FA	900	JA

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LIST OF PMS RECORDS/PCORDS FILE IN PORDS/PCORDS SEQUENCE

PCORDS	PCORDS	RCORDS	RCORDS	TITLE	HISTORY	CLASS	INDICATOR	PCORDS	PCORDS	PCORDS	PCORDS
JA	0206	USA BATTLE NON COM						RV	000	JA	JA
JA	0207	JICS CIA						CP	000	JA	JA
JA	0208	NASA						BY	000	JA	JA
JA	0209	CIA NICO						IJ	000	JA	JA
JA	0210	ARMY COMUSISA ARCY						BM	000	JA	JA
JA	0211	CANAL ZONE GOVT						CZ	000	JA	JA
JA	0212	ADMINISPT ACT						BE	000	JA	JA
JA	0213	DEPT OF AGRICULTURE						CR	000	JA	JA
JA	0214	COMIREX						CE	000	JA	JA
JA	0215	US ERGA						ME	000	JA	JA
JA	0216	DCI FOR INTEL COM						IK	000	JA	JA
JA	0217	FEDERAL EMERGENCY MGT AGENCY						FE	000	JA	JA
JA	0218	EXECOCF PRES						EP	000	JA	JA
JA	0219	INTERIOR DEPT						IB	000	JA	JA
JA	0220	JUSTICE DEPT						JB	000	JA	JA
JA	0221	NAT SCI FOUNDATION						JB	000	JA	JA
JA	0222	VETERANS ADMIN						VA	000	JA	JA
JA	0223	MARCOT INTERDIC SYS CTR						MB	000	JA	JA
JA	0224	USA SPT OUTSIDE DOO						FI	000	JA	JA
JA	0902	INTL MIL ACTVS						76	000	JA	JA
JA	0903	USMOS UNTSOP PALEST						IB	000	JA	JA
JA	0904	SHAPE HQ						80	000	JA	JA
JA	0905	NATO INTEL STAFF						32	000	JA	JA
JA	0906	NORTHERN ARMY GROUP ELEMENT						MB	000	JA	JA
JA	9418	NAAG NORMAY						BA	004	JA	JA
JA	9419	NAAG BELLUX						91	004	JA	JA
JA	9420	NAAG DENMARK						92	004	JA	JA
JA	9421	NAAG ETHIOPIA						93	004	JA	JA
JA	9422	NAAG FRANCE						94	004	JA	JA
JA	9423	NAAG GERMANY						95	004	JA	JA
JA	9424	NAAG ITALY						96	004	JA	JA
JA	9425	NAAG NETHERLANDS						97	004	JA	JA
JA	9430	ODC BELGIUM						99	004	JA	JA
JA	9431	DAO AUS OMAN						90	004	JA	JA
JA	9432	ODC DENMARK						94	004	JA	JA
JA	9433	ODC FRANCE						95	004	JA	JA
JA	9434	ODC GERMANY						96	004	JA	JA
JA	9435	ODC ITALY						97	004	JA	JA
JA	9436	ODC NETHERLANDS						98	004	JA	JA
JA	9437	ODC NORMAY						99	004	JA	JA
JA	9438	DAO AUS AUSTRIA						A1	004	JA	JA
JA	9439	DAO AUS NIGERIA						A2	004	JA	JA
JA	9440	DAO AUS UK						A3	004	JA	JA
JA	9441	DAO AUS GHANA						A4	004	JA	JA
JA	9442	DAO AUS LEBANON						A5	004	JA	JA
JA	9443	DAO AUS YUGOSLAVIA						A6	004	JA	JA
JA	9447	EUCOM CONTACT OFC TURKEY						CT	004	JA	JA
JA	9448	SILK PURSE						SP	004	JA	JA
JA	9449	SOTFE						SE	004	JA	JA
JA	9450	DEF ANALYSIS CTR						BA	004	JA	JA
JA	9451	EUCOM NAT MIL REP SHAPE						MI	004	JA	JA

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LIST OF PMS RECORD/RCORD FILE IN PCORD/RCORD SEQUENCE

PCORD	RCORD	RCORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	NOV8	SPAT	NOV8	NOV8
JA	9452	LIVE OAK			LB	044	JA	JA
JA	9453	NATO NPM SCHOOL			MM	044	JA	JA
JA	9454	USLO KUMAIT			MM	044	JA	JA
JA	9455	DAO AUS SENEGAL			AP	044	JA	JA
NA	1701	USMA			NA	044	NA	NA
MD	0401	TSG			MD	044	MD	MD
MP	1104	MILPERCEN			ML	044	MP	MP
MT	3501	MTIC			MT	044	MT	MT
MM	4001	MM			MM	044	MM	MM
MI	6401	ARMY MATERIEL COMMAND			MI	044	MI	MI
NS	1003	NS FOA ACT/PER CEN			OP	044	NS	NS
NS	2101	USA SPT TO NSA			NS	044	NS	NS
PN	3901	MIL/ENL PROC CMD			PN	044	PN	PN
P1	8301	WESTCOM			P1	044	P1	P1
P3	7701	USA JAPAN			P3	044	P3	P3
P6	7801	EIGHTH USA			P6	044	P6	P6
RC	3001	USAREC			RC	044	RC	RC
RC	3002	MILITARY ENL PROC COMMAND			RC	044	RC	RC
SA	2201	OSA (DEPARTMENTAL)			SA	044	SA	SA
SC	3601	BMD'S CMD			SC	044	SC	SC
SC	3602	BMDPO			SC	044	SC	SC
SC	3603	BMDATC			SC	044	SC	SC
SC	3604	KWAJALEIN MIS BNG			SC	044	SC	SC
SC	3605	BMDOA			SC	044	SC	SC
SF	A005	VFDHIS PRODUCT MANAGER OFFICE			CV	044	SF	SF
SF	A007	USA FORCE DEV SPT AGCY			CV	044	SF	SF
SF	1103	USA SAFETY CENTER			DE	044	SF	SF
SF	1105	USA PHYS DSABL AGCY			DE	044	SF	SF
SF	1106	CIV APPEL REV AGCY			DE	044	SF	SF
SF	1107	DA CIVILIAN TRAINING/EDUC			DE	044	SF	SF
SF	1108	INSPECTOR GENERAL			DE	044	SF	SF
SF	1109	NAT CEM DC AREA			DE	044	SF	SF
SF	1110	CIV PERSONNEL CTR			DE	044	SF	SF
SF	1111	USA DRUG/ALCOHOL TECH ACT			DE	044	SF	SF
SF	1112	USA MP OPERATING AGENCY			DE	044	SF	SF
SF	1113	USAMARDA USA MPWR REQ/DOC AG			DE	044	SF	SF
SF	1114	USA COMMUNITY & FAMILY SPT CEN			DE	044	SF	SF
SF	1201	OACSI			DE	044	SF	SF
SF	1202	USA INTEL OP DET			DE	044	SF	SF
SF	1204	INTEL AG			DE	044	SF	SF
SF	1205	INTEL SPT DET			DE	044	SF	SF
SF	1206	INTEL THREAT DET			DE	044	SF	SF
SF	1302	USA RO&A INFO SYS AGCY			DE	044	SF	SF
SF	1303	RESH INST BEHAV & SOC SCI			DE	044	SF	SF
SF	1304	PRESIDENT SPT DET			DE	044	SF	SF
SF	1305	USA MGT SYS SPT AGCY			DE	044	SF	SF
SF	1306	COMP SYS SPT & EVAL AGCY			DE	044	SF	SF
SF	1307	CMD & CNTL SPT AGCY			DE	044	SF	SF
SF	1308	INTEL SYS SPT AGCY			DE	044	SF	SF
SF	1309	USA RESEARCH ASSOC GRP			DE	044	SF	SF
SF	1312	CONCEPTS ANALYSIS AGENCY			DE	044	SF	SF

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LIST OF PDS RECORD/RECORD FILE IN PCOMB/RECORD SEQUENCE

PCOMB	RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	RECORD NUMBER	PCOMB NUMBER	RECORD NUMBER
SF	1313	LOS EVALUATION AGENCY			82	913	SF
SF	1400	USA INTELLIGENCE AGENCY (USIA)			AI	914	SF
SF	1702	USMA PREP SCHOOL			MP	917	SF
SF	2202	OFC CHIEF INFO LOS ANGELES			C3	922	SF
SF	2203	OFC CHIEF INFO NEW YORK			C4	922	SF
SF	2204	OSA FIELD OP AGENCIES			S3	922	SF
SF	2205	USA CMO INFO UNIT			C5	922	SF
SF	2206	USA HONETOWN NEWS CTR			C6	922	SF
SF	2209	DA ACQUISITION MGMT REVIEW AGY			BF	922	SF
SF	2601	TROOP SPT AGY			ST	926	SF
SF	3208	USANCSG			36	932	SF
SF	3209	CINFO LA			59	932	SF
SF	3210	CINFO NY			60	932	SF
SF	3211	USA LEG SVC AGY			64	932	SF
SF	3212	USA CLAIMS SVC OFC			65	932	SF
SF	3213	USA FINPACCTG CTR			FI	932	SF
SF	3214	USA CMO INFO UNIT			62	932	SF
SF	3215	USA HONETOWN NEWS UNIT			63	932	SF
SF	3216	USA CHAPLAIN BD			57	932	SF
SF	3217	USA WAR COLLEGE			66	932	SF
SF	3218	USA MIL HIST INSTITUTE-USAMHI			MI	932	SF
SF	3219	USA TROOP SPT AGY			82	932	SF
SF	3220	USA OTAEVAL AGY			TE	932	SF
SF	3221	USA MIL HIST CTR			6U	932	SF
SF	3222	USA GAMP JTF			JP	932	SF
SF	3223	CINCPAC SPT GP			CS	932	SF
SF	3224	US ARMY SCTY ASST LA			AM	932	SF
SF	3226	CAA			AM	932	SF
SF	3227	USALEA			AJ	932	SF
SF	3228	COMP SYS SPT & ACQUIS AGY			CR	932	SF
SF	3229	1 SP FOR OPMS DELTA			AE	932	SF
SF	3230	US ARMY AUDIOVISUAL ACT			AK	932	SF
SF	3233	HISTORICAL PCOMB			MC	932	SF
SF	3234	ARMY DEV EMPL AG ADEA			AB	932	SF
SF	3235	US ARMY RESERVE PERS CENTER			RP	932	SF
SF	3236	US ARMY COST CENTER			CA	932	SF
SF	3237	US ARMY CONTRACTING SPT OFC			CK	932	SF
SF	3239	USA FORCE DEV SPT AGY			FB	932	SF
SF	5702	JAG SCHOOL			JG	257	SF
SF	5704	USA WAR COLLEGE			AM	257	SF
SF	6004	COMMAND SYSTEMS INTEGRATED OFC			MF	600	SF
SF	7302	VFDHIS PROJECT MANAGER OFC			VF	973	SF
SF	7621	CINC PAC SPT GP			CJ	276	SF
SF	7622	1ST SPC FOR OP DET			SD	276	SF
SU	8401	USARSO			SI	904	SU
TC	5701	TRADOC			TC	257	TC
TC	5705	TAFT/ETSS TEAMS			TT	257	TC
UC	9401	USECOM			77	894	J1
UC	9402	USECOM SCTY ASST GP			US	894	J1
UC	9403	MAAG IRAN			OG	894	UC
UC	9404	MAAG PORTUGAL			OG	894	J1

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LIST OF PDS RECORD/RECORD FILE IN FCOMB/RECORD SEQUENCE

FCOMB RECORD	RECORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCOMB RECORD	SPAS NACON	DOCS
UC	JUSHAG SPAIN	0C		004	J1	
UC	JUSHAG GREECE	0B		004	J1	
UC	MAAG TURKEY	0E		004	J1	
UC	USLNO MOROCCO	0F		004	J1	
UC	USMTH SAUDI ARABIA	0J		004	J1	
UC	USMTH ZAIRE	29		004	J1	
UC	USMTH LIBERIA	0V		004	J1	
UC	USALNO KENYA	74		004	J1	
UC	EUCON SPEC ACT	SS		004	J1	
UC	USMTH TUNISIA	0K		004	J1	
UC	SSA TO USDAO JORDAN	J0		004	J1	
UC	SSG TO USDAO NIGERIA	NS		004	J1	
UC	US - SPANISH CHCPS	SC		004	J1	
UC	QMC EGYPT	EG		004	J1	
UC	QMC YEMAN	YE		004	J1	
UC	QMC SUDAN	SU		004	JA	
UC	QMC UNITED ARAB EMIRATES	AR		004	J1	
UC	QMC SOMALIA	SO		004	J1	
UC	MULTI PEACE FORCE	BI		004	J1	

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OPAGY	RCORD	RECORD	RCORD TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCORD	MACOM	RCDES
0A3	A001	CC	US ARMY INFORMATION SYS CND			CZ	CZ	CZ
0A3	A002	C1	US ARMY INFO SYS SPT SPT CND			CZ	CZ	CZ
0A3	A003	C0	USA COMP SYS SEL & ADQ AGY			CZ	CZ	CZ
0A3	A004	C9	US ARMY AUDIOVISUAL CENTER			SF	SF	SF
0A3	A005	CV	VFOMIS PRODUCT MANAGER OFFICE			CZ	CZ	CZ
0A3	A006	CM	USA MANAGEMENT SYS SPT AGENCY			SF	SF	SF
0A3	A007	CD	USA FORCE DEV SPT AGENCY			TC	TC	TC
257	5701	TC	TRADOC			SF	SF	SF
257	5702	J6	JAG SCHOOL			JA	JA	JA
257	5703	DT	DEF SYS MGT CGE	H		SF	SF	SF
257	5704	AM	USA MAR COLLEGE			TC	TC	TC
257	5705	TY	TAFT/ETSS TEAMS			FC	FC	FC
276	7601	FC	FORSCOM			JA	JA	JA
276	7602	07	MAAG DOM REPUBLIC			JA	JA	JA
276	7603	75	HQ USA SOUTHCOM			JA	JA	JA
276	7604	KN	USHILGP ARGENTINA			JA	JA	JA
276	7605	B0	USHILGP BOLIVIA			JA	JA	JA
276	7606	BZ	USHILGP BRAZIL			JA	JA	JA
276	7607	BH	USHILGP CHILE			JA	JA	JA
276	7608	KR	USHILGP COLUMBIA			JA	JA	JA
276	7609	KT	USHILGP COSTA RICA			JA	JA	JA
276	7610	EN	MAAG EQUADOR			JA	JA	JA
276	7611	DS	USHILGP ELSALVADOR			JA	JA	JA
276	7612	13	USHILGP GUATEMALA			JA	JA	JA
276	7613	14	USHILGP HONDURAS			JA	JA	JA
276	7614	BN	USHILGP NICARAFUA			JA	JA	JA
276	7615	BP	USHILGP PANAMA			JA	JA	JA
276	7616	BG	USHILGP PARAGUAY			JA	JA	JA
276	7617	UP	MAAG PERU			JA	JA	JA
276	7618	19	USHILGP URUGUAY			JA	JA	JA
276	7619	20	USHILGP VENEZUELA			JA	JA	JA
276	7620	UM	JUWTF ARLANTIC			JA	JA	JA
276	7621	CJ	CINC PAC SPT GP			SF	SF	SF
276	7622	S0	1ST SPC FOR OP DET	H		SF	SF	SF
276	7623	BH	MILITARY LN OFC BARBADOS	H		JA	JA	JA
276	7627	B1	MLO BELIZE			JA	JA	JA
276	7628	A7	DAO AUG HAITI			JA	JA	JA
276	7629	A8	DAO AUG SSA MEXICO			JA	JA	JA
300	8901	EU	USAREUR/7A			EU	EU	EU
300	8902	78	INTL MIL ACTVS			JA	JA	JA
300	8903	ID	USMOG UNTSOP PALEST			JA	JA	JA
300	8904	80	SHAPE HQ			JA	JA	JA
300	8905	32	NATO INTEL STAFF			JA	JA	JA
300	8906	N0	NORTHERN ARMY GROUP ELEMENT			JA	JA	JA
477	7701	P3	USA JAPAN			P3	P3	P3
477	7702	NP	USA ELE STARS & STRIPES JAPAN			JA	JA	JA
478	7801	P8	EIGHTH USA			P8	P8	P8
478	7802	UA	UN ADMIN LOG SPT			JA	JA	JA
478	7803	CF	HQ/ROK US SFC			JA	JA	JA
478	7804	K6	HQ USFCS KOREA/8TH ARMY			JA	JA	JA
478	7805	UR	HQ UNC/ROC CFC			JA	JA	JA

OPAGY	RCOMD	RCOMD	RCOMD	RCOMD	TITLE	HISTORY INDICATOR	CLASS INDICATOR	PCOMD	MACOM	RCODES
541	ZA01	D6	OSO					DF	DF	D
541	ZA02	HC	UNIF SVC UNIV					DF	DF	D
541	ZA03	DM	OFC CHAIRPUS			H		DF	DF	D
541	ZA04	MS	MAJH HQ-SVC.DOD					DF	DF	D
541	ZA05	DV	DEFENSE AUDIOVISUAL AGENCY					DF	DF	D
541	ZJ01	D3	JTC3A					DF	DF	D
542	ZB01	JC	OJCS					DF	DF	D
543	ZC01	DC	DEF COMN AGCY					DF	DF	D
544	ZD01	DI	DIA/DEF ATT SYS					DF	DF	D
545	ZE01	DE	DEF NUC AGCY					DF	DF	D
547	4901	DM	DLA					DF	DF	D
600	6A01	M1	ARMY MATERIEL COMMAND					M1	M1	
600	6A02	00	TRI-TAC					JA	JA	JA
600	6A03	TD	DEF SYS MGMT COLLEGE					JA	JA	JA
600	6A04	MF	COMMAND SYSTEMS INTEGRATED OFC					SF	SF	
740	ZG01	DJ	DEF MAP AGENCY					DF	DF	D
740	ZG02	DL	DEF INVES SVS					DF	DF	D
741	ZH01	PK	PAC STARS & STRIPES					JA	JA	JA
741	ZI01	JM	JUSMAG THAI					JA	JA	JA
741	ZJ03	90	JUSMAG PHI					JA	JA	JA
741	ZK04	AT	HQ ATLANTIC CMD					JA	JA	JA
741	ZL05	AZ	HQ USFORAZ					JA	JA	JA
741	ZM06	LA	HQ ICLO DEF FOR					JA	JA	JA
741	ZN07	PC	HQ PACIFIC CMD					JA	JA	JA
741	ZO08	BB	HQ USFOR JAP					JA	JA	JA
741	ZP09	BC	HQ UNCUSFOR KOREA			H		JA	JA	JA
741	ZQ10	BO	HQ ANTILLES DEF PER					-JA	JA	JA
741	ZR11	AX	HQ SACLANT					JA	JA	JA
741	ZS12	EY	US ARMY NAVY ACT					JA	JA	JA
741	ZT13	AN	ARMED FORCES STAFF COL					JA	JA	JA
741	ZU14	CH	MAAG REP CHINA			H		JA	JA	JA
741	ZV15	BL	PACCOM ELINT CTR					JA	JA	JA
741	ZW16	AF	HQ AFSE					JA	JA	JA
741	ZX17	EM	LANTCOM ELINT CTR					JA	JA	JA
741	ZY18	KI	ODR PAKISTAN					JA	JA	JA
741	ZZ19	IE	IBERIAN LANTCOM					JA	JA	JA
741	ZZ20	KH	JUSMAG KOREA					JA	JA	JA
741	ZZ21	EB	JCRC					JA	JA	JA
741	ZZ22	BT	TAIWAN DEF CMD			H		JA	JA	JA
741	ZZ23	28	CHANNEL COMMAND ELE					JA	JA	JA
741	ZZ24	1P	ATLANTIC ABN CP					JA	JA	JA
741	ZZ25	2P	JT AIR RECON CTR					JA	JA	JA
741	ZZ26	3P	PACOM ABN CP					JA	JA	JA
741	ZZ27	4P	PACOM ADP 956					JA	JA	JA
741	ZZ28	5P	PACOM MISC JHP					JA	JA	JA
741	ZZ29	6P	ONA INDONESIA					JA	JA	JA
741	ZZ30	7P	MOAO JAPAN					JA	JA	JA
741	ZZ31	ZJ	USMLO JAMAICA					JA	JA	JA
741	ZZ32	ZH	USMLO HAITI					JA	JA	JA
741	ZZ33	ZR	USMAAG DOM REP					JA	JA	JA
741	ZZ34	ZD	USMLO BARBADOS					JA	JA	JA

HISTORY	CLASS	INDICATOR	INDICATOR	FCOND	MACOM	RCODES
OPAGY/RCOND SEQUENCE						

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LIST OF PBS MCONO/RCONO FILE IN APPROPAGY/RCONO SEQUENCE

OPAGY RCONO	MCONO	RCONO TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCONO	MACON	RCONO
894	9421	93	MAAG ETHIOPIA				JA
894	9422	94	MAAG FRANCE	H			JA
894	9423	95	MAAG GERMANY	H			JA
894	9424	97	MAAG ITALY	H			JA
894	9425	99	MAAG NETHERLANDS	H			JA
894	9427	EG	OMC EGYPT		UC		JA
894	9428	YE	OMC YEMAN		UC		JA
894	9429	SU	OMC SUDAN		UC		JA
894	9430	S8	ODC BELGIUM		JA		JA
894	9431	AO	DAO AUG OHAN		JA		JA
894	9432	S4	ODC DENMARK		JA		JA
894	9433	S5	ODC FRANCE		JA		JA
894	9434	S6	ODC GERMANY		JA		JA
894	9435	S7	ODC ITALY		JA		JA
894	9436	S8	ODC NETHERLANDS		JA		JA
894	9437	S9	ODC NORWAY		JA		JA
894	9438	A1	DAO AUG AUSTRIA		JA		JA
894	9439	A2	DAO AUG NIGERIA		JA		JA
894	9440	A3	DAO AUG UK		JA		JA
894	9441	A4	DAO AUG GHANA		JA		JA
894	9442	A5	DAO AUG LEBANON		JA		JA
894	9443	A6	DAO AUG YUGOSLAVIA		JA		JA
894	9444	AR	OMC UNITED ARAB EMIRATES		UC		JA
894	9445	S0	OMC SOMALIA		UC		JA
894	9446	BZ	MULTI PEACE FORCE		UC		JA
894	9447	CT	EUCOM CONTACT OFC TURKEY		JA		JA
894	9448	SP	SILK PURSE		JA		JA
894	9449	SE	SOTFE		JA		JA
894	9450	DA	DEF ANALYSIS CTR		JA		JA
894	9451	MM	EUCOM NAT MIL REP SHAPE		JA		JA
894	9452	LO	LIVE OAK		JA		JA
894	9453	MM	NATO WPN SCHOOL		JA		JA
894	9454	KU	USLO KUMAIT		JA		JA
894	9455	A9	DAO AUG SENEGAL		MD		MD
906	0601	MD	TSG		CE		CE
908	0801	CE	OCE		AG		AG
911	1101	TF	TAGO		AU		AU
911	1102	AA	USA AUDIT AGCY		SF		SF
911	1103	BE	USA SAFETY CENTER		MP		SF
911	1104	ML	MILPERCEN		SF		SF
911	1105	OT	USA PHYS DSABL AGCY		SF		SF
911	1106	OT	CIV APPEL REV AGCY		SF		SF
911	1107	04	DA CIVILIAN TRAINING/EDUC		SF		SF
911	1108	I6	INSPECTOR GENERAL		SF		SF
911	1109	C2	NAT CEM DC AREA		SF		SF
911	1110	AP	CIV PERSONNEL CTR		SF		SF
911	1111	AY	USA DRUG/ALCOHOL TECH ACT		SF		SF
911	1112	P0	USA MP OPERATING AGENCY		SF		SF
911	1113	RD	USAMARDA USA MPMR REQDOC AG		SF		SF
911	1114	FO	USA COMMUNITY & FAMILY SPT CEN		SF		SF
912	1201	AC	OACSI		SF		SF

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LIST OF PBS MCOMD/RCOMD FILE IN AFROPAGY/RCOMD SEQUENCE

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OPAGY RCOMD	MCOMD	RCOMD TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCOMD	MACOM	RCODES
912	1202	NH			SF	JA	SF
912	1203	AB			SF	JA	SF
912	1204	MI			SF	JA	SF
912	1205	HJ			SF	JA	SF
912	1206	HL			SF	JA	SF
913	1301	CS			CS	CS	CS
913	1302	51			SF	SF	SF
913	1303	42			SF	SF	SF
913	1304	67			SF	SF	SF
913	1305	07			SF	SF	SF
913	1306	08			SF	SF	SF
913	1307	35			SF	SF	SF
913	1308	12			SF	SF	SF
913	1309	RG			SF	SF	SF
913	1310	53			SF	JA	JA
913	1311	LM			SF	JA	JA
913	1312	CN			SF	SF	SF
913	1313	52			SF	SF	SF
914	1400	AI			SF	SF	SF
917	1701	MA			MA	MA	MA
917	1702	MP			SF	SF	SF
918	1801	ON			GB	GB	GB
918	1802	55			GB	GB	GB
918	1803	OP			NG	NG	NG
921	2101	CB			CB	CB	CB
922	2201	SA			SA	SA	SA
922	2202	C3			SF	SF	SF
922	2203	C4			SF	SF	SF
922	2204	S3			SF	SF	SF
922	2205	C5			SF	SF	SF
922	2206	C6			SF	SF	SF
922	2207	SJ			JA	JA	JA
922	2208	70			JA	JA	JA
922	2209	BF			SF	SF	SF
922	2210	71			JA	JA	JA
925	2101	NS			NS	DF	DF
925	2501	AS			AS	AS	AS
925	2502	VH			AS	AS	AS
926	2601	ST			SF	SF	SF
928	2801	86			JA	JA	JA
932	2336	TA			JA	JA	JA
932	3201	IA			JA	JA	JA
932	3202	TQ			JA	JA	JA
932	3203	81			JA	JA	JA
932	3204	01			JA	JA	JA
932	3205	DR			JA	JA	JA
932	3206	LP			JA	JA	JA
932	3207	BX			JA	JA	JA
932	3208	36			SF	SF	SF
932	3209	59			SF	SF	SF
932	3210	60			SF	SF	SF

LIST OF PBS RCMND/RCMD FILE IN AFPOASY/RCMD SEQUENCE

OPAGY RCMND	RCMD	RCMD TITLE	HISTORY INDICATOR	CLASS INDICATOR	FCMD	MACOM	RCDES
932	3211	64					SF
932	3212	65					SF
932	3213	FI					SF
932	3214	USA CLAIMS SVC OFC					SF
932	3215	USA FINPACCTG CTR					SF
932	3216	USA CND INFO UNIT					SF
932	3217	USA HOMETOWN NEWS UNIT					SF
932	3218	USA CHAPLAIN RD					SF
932	3219	USA WAR COLLEGE					SF
932	3220	USA MIL HIST INSTITUTE-USAMHI					SF
932	3221	USA TROOP SPT AGCY					SF
932	3222	USA ODAVAL AGY					SF
932	3223	USA MIL HIST CTR					SF
932	3224	USA GAO JTF					SF
932	3225	CINCPAC SPT GP					SF
932	3226	US ARMY SCTY ASST LA					SF
932	3227	NATO LN OFC					SF
932	3228	CAA					SF
932	3229	USALEA					SF
932	3230	COMP SYS SPT & AQUIST AGCY					SF
932	3231	1 SP FOR OPNS DELTA					SF
932	3232	US ARMY AUDIOVISUAL ACT					SF
932	3233	US ELEMENT JOINT COMM UNIT					SF
932	3234	US ELEMENT JOINT SP OPS CMD					SF
932	3235	HISTORICAL RCMND					SF
932	3236	ARMY DEV EMPL AG ADEA					SF
932	3237	US ARMY RESERVE PERS CENTER					SF
932	3238	US ARMY COST CENTER					SF
932	3239	US ARMY CONTRACTING SPT OFC					SF
932	3240	SPECIAL OPS SPT ELMT					SF
932	3241	US FORCE DEV SPT AGCY					SF
932	3242	MTMC					SF
932	3243	SDIO					SF
932	3244	BHDS CMD					SF
932	3245	BHDOPO					SF
932	3246	BHDOATC					SF
932	3247	KHAJALEIN MTS RNS					SF
932	3248	EMDOA					SF
932	3249	USAREC					SF
932	3250	MILITARY ENL PROC COMMAND					SF
932	3251	MIL/ENL PROC CMD					SF
932	3252	PDH					SF
932	3253	US ARMY COMPUTER SYS CMD					SF
932	3254	VFDHIS PROJECT MANAGER OFC					SF
932	3255	USA MANAGEMENT SYS SPT AGCY					SF
932	3256	HEALTH SVC CMD					SF
932	3257	SEL SVC HQ					SF
932	3258	DEPT OF STATE					SF
932	3259	DEPT OF HEW					SF
932	3260	SOLDIERS AND AIRMEN HOME					SF
932	3261	FED AVN AGCY					SF
932	3262	USA BATTLE MON COM					SF
932	3263	JICS CIA					SF

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LIST OF P65 RECORD/RECORD FILE IN AFFOPAGY/RECORD SEQUENCE

OPAGY	RECORD	RECORD	RECORD	HISTORY	CLASS	RECORD	RECORD
		TITLE	INDICATOR	INDICATOR	INDICATOR	RECORD	RECORD
900	8208	NASA				JA	JA
900	8209	CIA MICO				JA	JA
900	8210	ARMS CONADISA AGCY		H		JA	JA
900	8211	CANAL ZONE GOVT				JA	JA
900	8212	ADMINISPT ACT				JA	JA
900	8213	DEPT OF AGRICULTURE		H		JA	JA
900	8214	COMIREX		H		JA	JA
900	8215	US ERDA				JA	JA
900	8216	DCI FOR INTEL COM				JA	JA
900	8217	FEDERAL EMERGENCY MGT AGENCY				JA	JA
900	8218	EXCOFC PRES				JA	JA
900	8219	INTERIOR DEPT				JA	JA
900	8220	JUSTICE DEPT				JA	JA
900	8221	NAT SCI FOUNDATION				JA	JA
900	8222	VETERANS ADMIN				JA	JA
900	8223	NARCOT INTERDIC SYS CTR				JA	JA
900	8224	USA SPT OUTSIDE DOD				JA	JA
902	8301	WESTCOM				P1	P1
904	8401	USARSO				SU	SU

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Table 3
CTYPE CODE IDENTIFICATION TABLE

The CTYPE codes shown below identify the different types of civilians indicated.

<u>Direct Hire US</u>	<u>CTYPE</u>
Graded US Citizens	101
Wage Grade US Citizens	102
US Citizens Paid with Deutsche Marks	111
US Dependents - Graded	118
US Dependents - Wage Grade	120
Senior Executive Service	121
General Merit Pay	122
Graded ARNG Technicians	123
Graded USAR Technicians	124
Wage Grade ARNG Technicians	125
Wage Grade USAR Technicians	126
Merit Pay ARNG Technicians	127
Merit Pay USAR Technicians	128
<u>Direct Hire Foreign Nationals</u>	
Graded Panamanians	103
Wage Grade Panamanians	104
Korean	105
Italians	109
Other Direct Hire (ODH)	110
<u>Indirect Hire Foreign Nationals</u>	
Korean Service Corps	106
German National Personnel	201
German Labor Service	203
Japanese	205
Other Indirect Hire	206
<u>Exempt Categories</u>	
Summer Employment Youth	301
Youth Opportunity Back to School	302
<i>Federal Junior Fellowships & Worker Training Program</i>	<i>303</i>

Table 4

CTYPE-EOE CONVERSION TABLE^a

<u>Cost Data</u>							
<u>CTYPE</u>	<u>BCOMP</u>	<u>CASHA</u>	<u>OTIME</u>	<u>HOPAY</u>	<u>BBENE</u>	<u>PECMP</u>	<u>SVPAY</u>
<u>Direct Hire, US</u>							
CA ^b 101	1111 - 1118 1141 - 1148 1153 - 1157 1183 - 1187 1199	1159 1189	1151 1181	1152 1182	1221 - 1227 1241, 1243, 1244, 1246 1261 - 1268 1281 - 1288	1311 - 1313	
EA 102	1121 - 1128 1163 - 1167	1169	1161	1162	1231, 1234, 1236, 1237 1271 - 1278		
TG 118	11A1 - 11A8 11C3 - 11C7	11C9	11C1	11C2	12A1 - 12A9 12C1 - 12C8		
TW 120	11B1 - 11B8 11D3 - 11D7	11D9	11D1	11D2	12B1 - 12B9 12D1 - 12D8		
SA 121	11E1 - 11E4 11F3 - 11F7	11F9	11F1	11F2	12E1 - 12E9 12F1 - 12F8		
MA 122	11G1 - 11G8 11H3 - 11H7	11H9	11H1	11H2	12G1 - 12G9 12H1 - 12H8		
WX 301	1188						
<u>Direct Hire, Foreign Nationals</u>							
DA 103	1611 - 1613 1623 - 1626	1629	1621	1622	1710, 1720, 1740, 1750, 1760	1321 - 1322	1323
EA 104							
GA 105							
IA 109							
KA 110							
KZ 119							

^aTo be replaced by EORs.^bFormer CSFOR 78 entry codes.

Table 4 (Continued)

<u>Cost Data</u>							
<u>CTYPE</u>	<u>BCOMP</u>	<u>CASHA</u>	<u>OTIME</u>	<u>HOPAY</u>	<u>BBENE</u>	<u>FECMP</u>	<u>SVPAY</u>
<u>Indirect Hire, Foreign Nationals</u>							
NI	106	2871					2872
ND	201	2820					
NF	203	2840					
NH	205	2811					2812
NJ	206	2861					2862

APPENDIX A
MAGNETIC TAPE FORMAT
REPORT OF CIVILIAN MANPOWER OBLIGATIONS DATA (CMOD)

Report of Civilian Manpower Obligations Data (CMOD)

Magnetic Tape Input Format Description

1. Magnetic tapes will be formatted as shown in the enclosed coding sheets (Figures A-1 to A-4). Card columns (cc) 1-48 of each coding sheet contain the same descriptive data elements. These columns must be repeated for inputting strength and cost data elements in columns 49-80 of each coding sheet. Correct entries must be made in order for subsequent strength and cost data entries to be accepted in the system. Right justify strength, work year, and cost data in the appropriate card columns and zero fill unused columns. For cost data entries where coding sheets indicate decimal positions (BCOMP, CASHA, OTIME, BBENE, FECMP, and SVPAY), zero fill decimal positions, e.g., 00\$\$.00).

2. The following special instructions apply:

a. For all coding sheets:

cc 1: Enter "G".

cc 2: Enter "3".

cc 3: Enter "A".

cc 4: For Audit File Continuation Sheet (Figure A-1), enter "P". For all other coding sheets, enter "C".

cc 6-11: ACTNO to be requested from DACA-OMP at end of each fiscal quarter. One ACTNO is used for the entire process.

cc 12: Enter "1," "2," "3," or "4" for Audit File Continuation Sheet, Audit Card #2, Audit Card #3, or Audit Card #4, respectively.

cc 13-18: Leave blank.

cc 19-24: The last day of the report quarter expressed as YYMMDD.

cc 25-30: The last day of the quarter following the report quarter expressed as YYMMDD.

cc 31-41: Applicable AMSCO at level of detail described in Appendix C. Zero Fill unused columns.

cc 42-45: Applicable RCOMD.

cc 46-48: Applicable CTYPER.

- b. For Audit File Continuation Sheet (Figure A-1):
- cc 49-54: Leave blank.
 - cc 55: Enter "+".
 - cc 56-62: Enter numbers of paid civilian employees.
 - cc 63: Enter "+".
 - cc 64-70: Enter number of full-time permanent paid civilian employees.
 - cc 71: Enter "+".
 - cc 72-78: Enter number of work years.
 - cc 79: Enter "C".
 - cc 80: Leave blank.
- c. For P/BS Audit Card #2-COA (Figure A-2):
- cc 49: Enter "+" or "-" as appropriate.
 - cc 50-60: Enter BCOMP data.
 - cc 61: Leave blank.
 - CC 62: Enter "+" or "-" as appropriate.
 - cc 63-71: Enter CASHA data.
 - cc 72-80: Leave blank.
- d. For P/BS Audit Card #3-COA (Figure A-3):
- cc 49: Enter "+" or "-" as appropriate.
 - cc 50-58: Enter OTIME data.
 - cc 59: Leave blank.
 - cc 60: Enter "+" or "-" as appropriate.
 - cc 61-70: Enter BBENE data.
 - cc 71: Enter "+" or "-" as appropriate.
 - cc 72-80: Enter HOPAY data.
- e. For P/BS Audit Card #4 (Figure A-4):
- cc 49: Enter "+" or "-" as appropriate.
 - cc 50-60: Enter FECMP data.
 - cc 61: Enter "+" or "-" as appropriate.
 - cc 62-72: Enter SVPAY data.
 - cc 73-80: Leave blank.

3. Questions regarding the above may be addressed to HQ, USAMSSA (ASDA-CSD-D) (202) 694-4332/AV224-4332 (Mr. Reed).

7/25 AUG17 CARD #1 - CDA
ADD OR CHANGE SCOP, BODCO, CARNA, CARD

[illegible]

FOR RENT ALL CITY ROOMS

Figure A-2. P/B8 Audit Card #2

ADD OR CHANGE OTIME, OTICO, BENE, BOPCO

that a cable car (about 1
mile) by (about 1

[illegible]

Date entered (date) _____
Entered by (initials) _____

[illegible]

100 MAR 21 1968 V30

Figure A-4. P/BS Audit Card #4



APPENDIX B

HARD COPY FORMAT

REPORT OF CIVILIAN MANPOWER OBLIGATIONS DATA (CMOD)

REPORT OF CIVILIAN MANPOWER OBLIGATIONS DATA

(1) FY xx

(1a) QTR x

(1b) (DIR or REIMB) Obligations

(2) APCAT xxxx

(3) OPAGY xxx

(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
APA	FTP	WY	BCOMP	CASHA	OTIME	HOPAY	BBENE	FECMP	SVPAY

(3) OPAGY TOTAL

(4) RCOMD xxxx

(5) AMSCO xxxxxx.xxxxxx

(6) CTYPE xxx
i
n

APPENDIX C
DATA ELEMENT REQUIREMENTS

CIVILIAN MANPOWER OBLIGATIONS DATA (CMOD) ELEMENT REQUIREMENTS

<u>Ref. No.</u>	<u>Name</u>	<u>Mnemonic/ Abbreviation</u>	<u>Level of Detail</u>	<u>Unit of Measure</u>	<u>Remarks</u>
1.	Fiscal Year	FY	N/A	N/A	
1.a.	Fiscal Quarter	QTR	N/A	N/A	
1.b.	Type Obligations	DIR or REIMB	N/A	N/A	
2.	Appropriation	APCAT	N/A	N/A	See Table 1
3.	Operating Agency	OPAGY	N/A	N/A	See Table 2
4.	Resource Command	RCOND	N/A	N/A	See Table 2
5.	Army Management Structure Code	AMSCO	Six Significant Characters*	N/A	See below and AR 37-100-XX
6.	Civilian Type Code	CTYPE	N/A	N/A	See Table 3
7.	Paid Employees	PEM	CTYPE by AMSCO	Number of Employees	
8.	Full Time Permanent	FTP	CTYPE by AMSCO	Number of Employees	
9.	Work-Year	WY	CTYPE by AMSCO	Number of Work Years	See Appendix E
10.	Basic Civilian Compensation	BCOMP	CTYPE by AMSCO	Thousands of Dollars	See Appendix D
11.	Cash Awards	CASHA	CTYPE by AMSCO	Thousands of Dollars	See Appendix D
12.	Overtime	OTIME	CTYPE by AMSCO	Thousands of Dollars	See Appendix D

<u>Ref. No.</u>	<u>Name</u>	<u>Mnemonic/ Abbreviation</u>	<u>Level of Detail</u>	<u>Unit of Measure</u>	<u>Remarks</u>
13.	Holiday Pay	HOPAY	CTYPE by AMSCO	Thousands of Dollars	See Appendix D
14.	Basic Civilian Benefits	BBENE	CTYPE by AMSCO	Thousands of Dollars	See Appendix D
15.	Former Employee Compensation	FECMP	CTYPE by AMSCO	Thousands of Dollars	See Appendix D
16.	Severance Pay	SVPAY	CTYPE by AMSCO	Thousands of Dollars	See Appendix D

*Exceptions:

RPMA (xxxx94.) - seven significant characters.

BOS (-) (xxxx96.) - seven significant characters (if seventh character is "G," "N," "S," or "T," report to eight significant characters).

AMHA (xxxx98.) - entire AMSCO.

OMAR (500900. through 539999.) - eight significant characters.

APPENDIX D
FORDIMS-P/BS DATA ELEMENT DICTIONARY

(1) MEMORIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION		(4) TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
		FUNCT- LENGTH	LENGTH				
ACTWC	<u>Authorized Civilian End Strength Change</u> - Used to indicate the amount of a change in programmed authorized civilian end strength.	7		N	DAPE-MBA	P/BS User's Guide	DAPE-MBA
ACTND	<u>Action Number</u> - An assigned number which identifies the manpower guidance that justifies each change in programmed author- ized manpower data. This is audit trail data. (Formerly called TRNUM in AFP/CBS.)	6		N	DAPE-MBA or DACA-OMP	Action Log in DAPE-MBA or DACA-OMP	DAPE-MBA or DACA-OMP
ACTOF	<u>Action Officer</u> - The last name (up to 8 letters) of the individual responsible for an action.	8		A	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
ADSAL	<u>Average Daily Civilian Salary</u> - The average daily civilian salary expressed in dollars and cents (contains three decimal positions; i.e., \$\$\$.\$\$\$). ADSAL = (BCOMP/APMYR)/(No. of work days) or ADSAL = AYSAL/No. of work days	6		N	DACA-OMP	CSFOR-78 or PARR or COB	System generated or DACA-OMP
ADSCO	<u>ADSAL Compute Flag</u> - Code used to trigger automatic computation of AYSAL, BCOMP, CASHA, OTIME, BBENE, FECMP, and SVPAY for CYPES 105, 106, and 205.	1		A	DACA-OMP	P/BS User's Guide	DACA-OMP
AEMLC	<u>Authorized Enlisted End Strength Change</u> - Used to indicate the amount of a change in programmed authorized enlisted end strength.	7		N	DAPE-MBA	P/BS User's Guide	DAPE-MBA

(1) NAME/NOIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) SOURCE REFERENCE	(7) DATA INPUT BY
AFTPC	<u>Authorized Full Time Permanent Strength Change</u> - Used to indicate the amount of a change in programmed authorized full time permanent (FTP) spaces.	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA
AGNCY	<u>HQDA Originating Agency</u> - The office, division, or branch that originated an action at HQDA.	4	A	DAPE-MBA or DACA-OMP	AR 10-5	DAPE-MBA or DACA-OMP
AMSCO	<u>Army Management Structure Code</u> - A standard classification of Army activities and functions used for programming, budgeting, accounting, and manpower control.	11	A/N	DACA-FAA	AR 37-100-series and the AMSCO Data Base	DAPE-MBA or DACA-OMP
AMYRC	<u>Authorized Civilian Man-Years Change</u> - Used to indicate the amount of a change in programmed authorized civilian man-years for a given year or years. $AMYRC(79) = ((ACIVC(78) + ACIVC(79))/2) \times (LAPS1, LAPS2, \text{ or } LAPS3)$	7	N	DAPE-MBA and DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
AOFFC	<u>Authorized Officer End Strength Change</u> - Used to indicate the amount of a change in programmed authorized officer end strength.	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA
APCAT	<u>Appropriation Category</u> - The official accounting codes used in classifying financial and budgetary data. In FORDIMS APCAT identifies the budget appropriation from which civilian manpower is funded and/or by which military manpower is functionally accounted (e.g., all active military manpower is funded from the Military Personnel, Army (MPA) appropriation but it is functionally charged against other appropriations such as OMA, RDT&E, and MCA).	4	N	DACA-FAA	AMSCO Data Base	System generated from the AMSCO Data Base

(1) MNEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION		(4) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
		FUNC- LENGTH	TYPE			
AWOFC	<u>Authorized Warrant Officer End Strength Change</u> - Used to indicate the amount of a change in programmed authorized warrant officer end strength.	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA
AYSAL	<u>Average Yearly Civilian Salary</u> - The average yearly civilian salary expressed in dollars and cents (contains two decimal positions: i.e., \$\$\$\$.\$\$). AYSAL = (ADSAL) x (No. of work days) or AYSAL = BCOIP/APMYR	7	N	DACA-OMP	CSFOR-78 or PARR or COB or PY Rpt (CSCAB-205)	System generated or DACA-OMP
AYSCO	<u>AYSAL Compute Flag</u> - Code used to trigger automatic computation of BCOMP, OTIME, BBENE, CASHA, FECMP, ADSAL, and SVPAY for CTYPES 105, 106, and 205.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
BASOP	<u>Base Operations Flag</u> - Code used to identify Base Operations AMSCOs. This code is obtained from the AMSCO Data Base.	1	N	DACA-FAA	AMSCO Data Base and AR 37- 100-series	System generated
BBECO	<u>BBENE Compute Flag</u> - Code used to trigger automatic computation of BCOIP, OTIME, CASHA; FECMP; SVPAY for CTYPES 105, 106, and 205; ADSAL; and AYSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
BBENE	<u>Basic Civilian Benefits</u> - The dollar and cents value of basic civilian benefits, such as life and health insurance, paid by the US Government (contains two decimal positions; i.e., \$\$\$\$\$\$.\$\$). BBENE = (BCOMP) x (DEPER)	11	N	DACA-OMP	CSFOR-78 or PARR or COB or PY Rpt (CSCAB-205)	System generated or DACA-OMP

(1) MNEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION		(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
		FUNC- LENGTH	TYPE			
BCOMP	<u>Basic Civilian Compensation</u> - The dollar and cents value of base pay excluding any overtime or benefits (contains two decimal positions; i.e., \$\$\$\$\$\$\$.44). BCOMP = (ADSAL) x (No. of work days) x (APMYR) or BCOMP = (AYSAL) x (APMYR) or BCOMP = OTIME/OTPER or BCOMP = BBENE/BEPER	12	N	DACA-OMP	CSFOR-78 or PARR or COB or PY Rpt (CSCAB-205)	System generated or DACA-OMP
BCOCO	BCOMP Compute Flag - Code used to trigger automatic computation of CASHA; OTIME; BBENE; FECMP; SVPAY for CTYPES 105, 106, and 205; ADSAL; and AYSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
BEPCO	BEPER Compute Flag - Code used to trigger automatic computation of BCOMP; CASHA; OTIME; BBENE; FECMP; SVPAY for CTYPES 105, 106, and 205; ADSAL; and AYSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
BEPER	<u>Benefits Percent of BCOMP</u> - Civilian benefits expressed as a percentage of basic civilian compensation (contains four decimal positions). BEPER = BBENE/BCOMP	6	N	DACA-OMP	P/BS User's Guide	System generated or DACA-OMP
BGSTR	<u>Begin Strength</u> - The programmed authorized civilian end strength at the start of the fiscal year. BGSTR = (APCIV for the previous FY)	7	N	DACA-OMP	P/BS User's Guide	System generated

(1) MNEUMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
CAPER	<u>Cash Awards Percent of BCOMP</u> - Civilian cash awards expressed as a percentage of basic civilian compensation (contains four decimal positions).	6	N	DACA-OMP	P/BS User's Guide	System generated or DACA-OMP
CAPER = CASHA/BCOMP						
CASCO	<u>CASHA Compute Flag</u> - Code used to trigger automatic computation of BCOMP; OTIME; FECMP; SVPAY for CTYPES 105, 106, and 205; BBENE; ADSAL; and AYSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
CASHA	<u>Cash Awards</u> - The aggregate dollar and cents value	10	N	DACA-OMP	CSFOR-78 or PARR or COB or PY Rpt (CSCAB-205)	System generated or DACA-OMP

(contains two decimal positions; i.e., \$\$\$\$\$\$.44).

CASHA = (BCOMP) X (CAPER)

(1) MNEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION		(4) DATA DEFINED BY		(5) DATA SOURCE REFERENCE		(6) DATA INPUT BY	
		FUNC-LENGTH	TYPE	DATA	BY	DATA	REFERENCE	DATA	BY
CIVID	<u>Civilian Identity Code</u> - Used to categorize civilian strengths as US direct hire (USDH), foreign national direct hire (FNDH), or indirect hire (IDH). Exempt hire (EXH) is added for prior year/actual strength reporting purposes.		N	DACA-OMP		P/BS User's Guide		System generated	
COMPO	<u>Component Code</u> - Identifies the duty status of an organization: COMPO 1 = Active Army; 2 = National Guard; 3 = Army Reserve; 4 = Unmanned units; B = active NG; and C = active Army Reserve.	1	A/N	DAMO-FD		FSS User's Guide		DAPE-MBA	
CTYPE	<u>Civilian Type Code</u> - Used to break out civilian strengths by different types of civilians (e.g., graded US, wage grade US, German, Korean, Japanese, etc.)	3	N	OSD/OMB		P/BS User's Guide		DAPE-MBA or DACA-OMP	
DAGUD	<u>DA Guidance</u> - Identifies the directive or concept originated by HQDA or received by HQDA from higher authority which authorizes a force structure, manpower, or funding action. (The first 15 positions are old CBS "AUTHR.")	25	A/N	Congress or OMB or OSD or HQDA		P/BS User's Guide		DAPE-MBA or DACA-OMP	
DPCAT	<u>Defense Planning and Programing Category</u> - An aggregation of program elements (see PECOD) into OSD functional categories (i.e., Strategic, Tactical/Mobility, Auxiliary Activities, Support Activities, Individuals, and Miscellaneous, and the subcategories thereof).	4	A/N	OSD		Memo from ASD(M,RA &L), 13 Nov 77, subject: Defense Planning and Programing Categories by Program Element; and the DPCAT REPORT (PF-0131-78)		System generated	

(1) MNEEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD FUNCTION- LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
DOGMT	<u>Authorizing Document</u> - The HQDA document that provides guidance to the field concerning a particular force structure or manpower management action. (Used with FLYSM and DTDIG.)	10	A/N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
DTDIG	<u>Date-Time Group</u> - Identifies the date-time group of the HQDA message (e.g., 172200Z Nov 79) or letter (e.g., 17 Nov 79) that provides guidance to the field concerning a particular force structure or manpower management or funding action. (Used with DOGMT and FLYSM.)	12	A/N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
EDATE	<u>Effective Date</u> - The date (YYMMDD) that HQDA guidance becomes effective.	6	N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
EXCIV	<u>Extended Civilian End Strength</u> - The programmed authorized civilian end strengths to be included in the PBG.**	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA*
EXENL	<u>Extended Enlisted End Strength</u> - The programmed authorized enlisted end strength to be included in the PBG.**	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA*
EXFTP	<u>Extended Full Time Permanent Spaces</u> - The programmed authorized civilian full time permanent (FTP) spaces to be included in the PBG.**	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA*

*"Extended" data is not actually input. Instead, the status of "unapproved" or "approved" data already in the data base is changed to "extended" through entry of a TCODE K6A extension transaction by the responsible functional user indicated in column (7).

**For prior years (PYs), both programmed and actual values are maintained in these data fields in the P/BS (provided that actual data are input by the functional user).

(1) MNEEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION FUNCT- LENGTH	(4) DATA DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
EXMYR	Extended Civilian Man-Years - The programed authorized civilian man-years to be included in the PBG.**	7	N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP*
EXOFF	Extended Officer End Strength - The programed authorized officer end strength to be included in the PBG.**	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA*
EXWOF	Extended Warrant Officer End Strength - The programed authorized warrant officer end strength to be included in the PBG.**	7	N	DAPE-MBA	P/BS User's Guide	DAPE-MBA*
FECMP	Former Employees Compensation - The dollar and cents value of pensions, annuities, or other benefits due to former employees or their survivors based on their length of service. Does not include benefits paid from funds financed through employer and/or employees contributions and premiums. (FECMP contains two decimal positions; i.e., \$\$\$\$\$\$. <u>cc</u> .) FECMP = (BCOMP) x (FEPER) or FECMP = (ADSAL) x (No. of work days) x (AMYRC) x (FEPER) or FECMP = (AYSAL) x (AMYRC) x (FEPER)	12	N	DACA-OMP	COB or PARR or PY Rpt (CSCAB-205)	System generated or DACA-OMP

*"Extended" data is not actually input. Instead, the status of "unapproved" or "approved" data already in the data base is changed to "extended" through entry of a TCODE K6A extension transaction by the responsible functional user indicated in column (7).

**For prior years (PYs), both programed and actual values are maintained in these data fields in the P/BS (provided that actual data are input by the functional user).

(1) PHNEMONIC (2) DATA ELEMENT DESCRIPTION

(1) PHNEMONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD DESCRIPTION		(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
		FUNC-	TYPE			
LAPSI	<u>Lapse Rate 1</u> - Approved civilian man-years expressed as a percentage of the average approved civilian end strength for two years. LAPSI is the lapse rate on the current file position. (LAPSI has four decimal positions.) $LAPSI = AMVRC(78)/((APCIV(77) + APCIV(78))/2)$ or $LAPSI = (\text{The lapse rate prescribed by OSD.})$	5	N	OSD or DACA-OMP	P/BS User's Guide	DACA-OMP
LAPS2	<u>Lapse Rate 2</u> - A variation of LAPSI tailored to a particular command based on additional considerations (e.g., the command's actual manpower utilization history). $LAPS2 = (\text{A lapse rate developed by DACA-OMP}).$	5	N	DACA-OMP	P/BS User's Guide	DACA-OMP
LAPS3	<u>Lapse Rate 3</u> - Another variation of LAPSI based on additional considerations (e.g., a combination of the OSD-prescribed rate and a command's actual utilization history). $LAPS3 = (\text{Another lapse rate developed by DACA-OMP}).$	5	N	DACA-OMP	P/BS User's Guide	DACA-OMP
LITEM	<u>Line Number</u> - A sequential number assigned by the P/BS to an audit record (an "action" line). LITEM can then be used with ACTNO as a substitute for RCOMD, UICOD, AMSCO, CTYPE, EDATE, and IDATE to identify that record.	6	N	P/BS	P/BS User's Guide	System generated initially; thereafter input by user.
MACOM	<u>Major Command Code</u> - The major command or DA staff agency to which an RCOMD or a unit is assigned. (Formerly called ASGMT in FAS and FCOMD in AFP and CBS.)	2	A/N	TAGO	AR 680-29	System generated

(1) WHEMIC (2) DATA ELEMENT DESCRIPTION

(1) WHEMIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
MNDAYS	<u>Man-Days</u> - Used to indicate the number of man-days in excess of a complete man-year (i.e., used in lieu of fractional man-years).	3	N	DACA-OMP	P/BS User's Guide	DACA-OMP
MYRCD	<u>Man-Years Compute Flag</u> - Code used to trigger automatic computation of BCOMP; CASHA; OTIME; BBENE; FECMP; SVPAY for CTYPES 105, 106, and 205; AYSAL; and ADSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
OPAGY	<u>Operating Agency</u> - A DA organizational entity to which funds are allocated or suballocated. (The first two positions of RCOMD.)	2	N	COA	AR 37-100	System generated
OPRGM	<u>OMA Program</u> - Identifies the first major subdivision (first position) of the OMA cost account (OMA AMSCO). It corresponds to the FYDP program (PRGM) but applies solely to OMA resources.	2	N	DACA-FAA	AR 37-100 and AR 37-100-XX	System generated
OTICO	<u>OTIME Compute Flag</u> - Code used to trigger automatic computation of BCOMP; BBENE; CASHA; FECMP; SVPAY for CTYPES 105, 105, and 205; AYSAL; and ADSAL.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
*GTIME	<u>Overtime</u> - The dollar and cents cost of services in excess of the established work period (contains two decimal positions; i.e., \$\$\$\$\$\$.66). (Excludes Holiday Pay.) OTIME = (BCOMP) x (OTPER)	10	N	DACA-OMP	CSFOR-78 or C08 or PARR or PY Rpt (CSCAB-205)	DACA-OMP or System generated
OTHYR	<u>Overtime and Holiday Pay Man-Years</u> - The civilian man-years computed against overtime and Holiday Pay.	8	N	DACA-OMP	OMB Circular A-11	System generated

* Modified data element.

(1) MEMORIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD FUNCT- LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
OTPCO	OTPER Compute Flag - Code used to trigger automatic computation of OTIME.	1	A	DACA-OMP	P/BS User's Guide	DACA-OMP
OTPER	OTIME Percent of BCOMP - The cost of overtime expressed as a percentage of basic civilian compensation (contains four decimal positions). OTPER = OTIME/BCOMP	6	N	DACA-OMP	P/BS User's Guide	System generated or DACA-OMP
PECOO	Program Element Code - program/budget code that groups the forces, manpower, and costs associated with an organization or group of similar organizations. A basic building block of the FYDP.	6	A/N	OSD	DDO Handbook 7045.7-H, FYDP Program Structure	System generated
PPDSA	Programmed Paid Drill Strength Aggregate - The total number of military personnel programmed for pay during the Fiscal Year. This includes all personnel programmed to receive pay for annual training, 24/48 drills, and replacement training (PPDSN + PPDSW + PPDSE + PPUSA) for National Guard (COMPO 2) or Army Reserve Units (COMPO 3).	10	N	NGB or OCAR	P/BS User's Guide	System generated
PPDSE	Programmed Paid Drill Strength Enlisted - The end strength total of enlisted personnel programmed to receive pay for annual training, 24/48 drills, and replacement training during the Fiscal Year for National Guard (COMPO 2) or Army Reserve Units (COMPO 3). The distribution to each AMSCO is determined by: $(\text{AMSCO distribution}) = ((\text{EXEML per AMSCO}) / (\text{EXEML per COMPO})) \times (\text{PPDSE})$	8	N	NGB or OCAR	P/BS User's Guide	NGB or OCAR thru DAPE-MBA

(1) PHONONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD LENGTH		(4) DESCRIPTION TYPE		(5) DATA DEFINED BY		(6) DATA SOURCE REFERENCE		(7) DATA INPUT BY	
PPDSO	Programed Paid Drill Strength Officer - The end strength total of officer personnel programmed to receive pay for annual training and 24/48 drills during the Fiscal Year for National Guard (COMPO 2) or Army Reserve Units (COMPO 3). The distribution to each AMSCO is determined by: $(\text{AMSCO distribution}) = ((\text{EXOFF per AMSCO}) / (\text{EXOFF per COMPO})) \times (\text{PPDSO})$	8		N		NGB or OCAR		P/BS User's Guide		NGB or OCAR thru DAPE-MBA	
PPDSW	Programed Paid Drill Strength Warrant Officer - The end strength total of warrant officer personnel programmed to receive pay for annual training and 24/48 drills during the Fiscal Year for National Guard (COMPO 2) or Army Reserve Units (COMPO 3). The distribution to each AMSCO is determined by: $(\text{AMSCO distribution}) = ((\text{EXWOF per AMSCO}) / (\text{EXWOF per COMPO})) \times (\text{PPDSW})$	8		N		NGB or OCAR		P/BS User's Guide		NGB or OCAR thru DAPE-MBA	
PROGM	FYDP Program - Identifies one of the 10 programs of the DOD Five Year Defense Program (FYDP). A "program" is an aggregation of program elements that are considered together because of their mission or task similarity. The 10 major Defense programs are: 01 - Strategic Forces 02 - General Purpose Forces 03 - Intelligence and Communications 04 - Airlift/Sealift 05 - Guard and Reserve Forces 06 - Research and Development 07 - Central Supply and Maintenance 08 - Training, Medical, and Other General Personnel Activities 09 - Administration and Associated Activities 10 - Support of Other Nations	2		N		OSD		DOD Handbook 7045.H, FYDP Program Structure		System generated	

(1) PHONONIC	(2) DATA ELEMENT DESCRIPTION	(3) FIELD FUNCTION- LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
RCOMD	<u>Resource Command</u> - A code used to identify organizations to which manpower is separately programmed and budgeted by HQDA. (RCOMD combines and replaces the former OPAGY and MCOMD codes.)	4	A/N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
SOPGM	<u>OMA Subprogram</u> - Identifies the first sub-division within the OMA Program Account, expressed in terms of the second position of the OMA cost account (e.g., subprograms C (Communications), I (Intelligence), and O (Other) of Program 3).	1	A	DACA-FAA	AR 37-100 and AR 37-100-XX	System generated
SORCE	<u>Input Source Code</u> - Identifies the originator of a transaction (e.g., OCA, ODCSPER, USAMSSA, or FORDIMS). This is audit trail data.	1	A	USAMSSA		System generated or user
SUBJT	<u>Subject</u> - Used to record the subject of the action document (letter, message, or PBG) sent to the command.	100	A/N	DAPE-MBA or DACA-OMP		DAPE-MBA or DACA-OMP
SVPAY	<u>Severance Pay</u> - The amount of the separation allowance in dollars and cents paid to foreign national employees (CTYPES 105, 106, and 205) upon termination of their employment. (SVPAY contains two decimal positions; i.e., \$\$\$\$\$\$.44.) SVPAY = (BCOMP) x (SVPER)	11	N	DACA-OMP	COB or PARR or PY Rpt (CSCAB-205)	System generated or DACA-OMP
SVPER	<u>SVPAY Percent of BCOMP</u> - The cost of severance pay expressed as a percentage of basic civilian compensation (contains four decimal positions). SVPER = SVPAY/BCOMP	6	N	DACA-OMP	P/BS User's Guide	System generated or DACA-OMP

(1)
MEMORIC

(2)
DATA ELEMENT DESCRIPTION

TCODE

Transaction Code - A code used to identify the kind of transaction being entered into FORDIMS. The P/BS TCODEs are:

- D1A - Delete an entire action.
- D2A - Delete all lines for an action but do not delete the header.
- D3A - Add a standard action header.
- D3C - Add an overprogramming action header.
- D5A - Change header data.
- G2A - Delete audit line.
- G3A - Add audit line.
- G5A - Change audit line data.
- K5A - Approve an action.
- K6A - Extend an action.
- L2A - Delete a multiple authority record.
- L3A - Add a multiple authority record.
- *M2A - Delete a main file record.*
- *M3A - Add a main file record.*
- *M5A - Change a main file record.*

TDAT

Termination Date - The date (YYMMDD) that guidance is no longer effective.

TRPUR

Transaction Purpose - Used to describe the purpose of an action. Also used in P8G and budget documents.

UDAT

Update Date - The calendar date (YYMMDD) of each change applied to the P/BS data base. This is audit trail data.

*M2A, M3A, and M5A are used only to update prior year (PY) "programmed" data to "actual" data.

(3) FIELD LENGTH	(4) DESCRIPTION TYPE	(5) DATA DEFINED BY	(6) DATA SOURCE REFERENCE	(7) DATA INPUT BY
3	A/N	USAMSSA	P/BS User's Guide	DAPE-MBA or DACA-OMP

6	N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
102	A/N	DAPE-MBA or DACA-OMP	P/BS User's Guide	DAPE-MBA or DACA-OMP
6	N	P/BS	P/BS User's Guide	System generated

(1) Mnemonic	(2) Data Element Description	(3) Field Description Funct- Length	(4) Data Description Type	(5) Data Defined By	(6) Data Source Reference	(7) Data Input By
UICOD	Unit Identification Code - A code that uniquely identifies a particular MTOE or TDA organization (called a "unit"). This information is used when guidance is directed to a specific unit in an RCOMD.	6	A/N	DAWD-FDA	AR 310-49	DAPE-NBA
UTIME	Update Time - The 24-hour clock time (HHMMSS) of each change applied to the P/BS data base. This is audit trail data.	6	N	P/BS	P/BS User's Guide	System generated

APPENDIX E

FORMULA FOR DETERMINING CUMULATIVE MAN-MONTHS/WORKYEARS

DETERMINING CUMULATIVE MAN-MONTHS/WORKYEARS

Formula - Cumulative Man-Months:

$$\text{CMM} = \frac{\text{CPH} \times \text{CMY} \times 5}{\text{PH} \times \text{CPDY} \times \text{PDWW}}$$

Where:

CMM = Cumulative man-months to be reported

CPH = Actual cumulative paid hours (less overtime/holiday hours paid and terminal leave hours paid)

CMY = Cumulative months, FY to date (i.e., "1" through "12")

PH = Paid hours per work day

CPDY = Cumulative paid days, FY to date (for five-day work week)

PDWW = Paid days per work week

Examples: For illustrative purposes only, the examples below assume (1) the following distribution of paid days: Oct = 21, Nov = 22, Dec = 23, Jan = 21, Feb = 20, Mar = 23, Apr = 21, May = 22, June = 22; (2) that $\text{CPH} = \text{PH} \times \text{CPDY} \times \text{PDWW}/5$.

1. One full-time employee (not a fire chief/inspector or firefighter) is paid for three months of service:

$$\text{CPH} = 528, \text{CMY} = 3, \text{PH} = 8, \text{CPDY} = 66, \text{PDWW} = 5$$

$$\text{CMM} = \frac{528 \times 3 \times 5}{8 \times 66 \times 5} = \frac{7920}{2640} = 3$$

2. One part-time (75%) employee (not a fire chief/inspector or firefighter) is paid for three months of service:

$$\text{CPH} = 396, \text{CMY} = 3, \text{PH} = 8, \text{CPDY} = 66, \text{PDWW} = 5$$

$$\text{CMM} = \frac{396 \times 3 \times 5}{8 \times 66 \times 5} = \frac{5940}{2640} = 2.25$$

3. One full-time fire chief/inspector is paid for six months of service:

$$\text{CPH} = 1456, \text{CMY} = 6, \text{PH} = 11.2, \text{CPDY} = 130, \text{PDWW} = 5$$

$$\text{CMM} = \frac{1456 \times 6 \times 5}{11.2 \times 130 \times 5} = \frac{43,680}{7,280} = 6$$

4. One full-time firefighter is paid for nine months of service:

CPH = 2808, CMY = 9, PH = 24, CPDY = 195, PDWW = 3

$$CMM = \frac{2808 \times 9 \times 5}{24 \times 195 \times 3} = \frac{126,360}{14,040} = 9$$

5. One part-time (50%) firefighter is paid for nine months of service:

CPH = 1404, CMY = 9, PH = 24, CPDY = 195, PDWW = 3

$$CMM = \frac{1404 \times 9 \times 5}{24 \times 195 \times 3} = \frac{63,180}{14,040} = 4.5$$

6. One intermittent (average 25%) employee (not a fire chief/inspector or firefighter) is paid for nine months of service:

CPH = 390, CMY = 9, PH = 8, CPDY = 195, PDWW = 5

$$CMM = \frac{390 \times 9 \times 5}{8 \times 195 \times 5} = \frac{17,550}{7,800} = 2.25$$

Formula - Workyears:

$$WY = \frac{CMM}{12}$$

Where:

WY = Cumulative workyears to be reported

APPENDIX B

UPDATED INSTRUCTIONS FOR THE OPERATIONS GUIDE

FOR CIVILIAN MANPOWER COSTING

4.3 Documenting Prior Year Obligations

4.3.1 General

Following the end of each FY, DACA-OMP must calculate the direct dollar obligations for civilian personnel for that FY. These calculations are essential in order to update the FORDIMS-P/BS data base, establish a new baseline for developing the May POM, develop the annual financial target (AFT), and prepare program/budget exhibits required by OSD/OMB and Congress. The process begins with the receipt of input reports from the US Army Finance and Accounting Center (USAFAC) in the late October time frame, and is completed with the data base update, publication of reports by USAMSSA and distribution of reports by DACA-OMP by the end of November. (USAFAC reports are received on a quarterly basis.)

The entire process is shown in the flow chart, Figure 4.3.1.

4.3.2 Input Documentation

4.3.2.1 Report of Civilian Manpower Obligations Data (Magnetic Tape). The magnetic tape showing civilian personnel obligations for the PY is submitted by USAFAC not later than 30 October. The tape format is as described in Figure 4.3.2.

4.3.2.2 Report of Civilian Manpower Obligations Data (Hard Copy). The hard copy reports showing civilian personnel obligations for the PY are submitted by USAFAC not later than 30 October. The format is at Figure 4.3.3.

4.3.2.3 OPAGY ES Worksheets. These worksheets are prepared by DAPE-MBU by taking the command totals from the Command Summary of the SF 113-A report prepared by USACIVPERCEN and adding to them the incremental strengths of DA Operating Agencies ("SF" pseudo-command) and Joint Activities "JA" pseudo-command) from the ODCSPER 322 report.

This provides the OPAGY end strength (ES) totals which constitute manpower year end controls. An example of the worksheets is at Figure 4.3.4.

4.3.3 Receipt and Analysis of Data

Step 1

Upon receipt of the USAFAC reports the analyst holds the magnetic tape pending analysis of the hard copy reports. These reports are reviewed and analyzed to ensure completeness and consistency in dollar data. This is largely an intuitive process based on the experience of the analyst. If any discrepancies or inconsistencies are found they should be discussed with USAFAC (see Part 1, Section 6). If, as a result of these analyses, data in the reports must be changed, the following procedures are accomplished:

- Select the appropriate coding sheet(s) in Figure 4.3.2 (Cards #2, 3, and/or 4).
- cc 1-48: Enter data as shown in para 2a, Figure 4.3.2 for the AMSCO, RCOMD, and CTYPE to be changed.
- cc 49-80: In the appropriate dollar data field, enter the changes in data from those shown in the USAFAC report submission expressed as + or -, e.g., Card #2, cc 62-71: +000034200 indicates an increase to the magnetic tape data for that AMSCO, RCOMD, and CTYPE of \$342,000 for CASHA.

Step 2

Compare the OPAGY ES totals as reported in the OPAGY ES worksheets with the OPAGY Active Pay Account (APA) totals, as reported in the USAFAC reports. If differences greater than 1% exist, an Audit File Continuation Sheet (Figure 4.3.2) will be prepared.

Step 2a Enter data in accordance with paras 2a and b, Figure 4.3.2 and as follows:

- cc 6-11: Enter same ACTNO as provided USAFAC for production of magnetic tape.
- cc 42-45: List RCOMDs in OPAGYs for which data are to be adjusted.
- cc 55-62 and 63-70: Enter adjustments required in corresponding APA and APA FTP magnetic tape data to force agreement with DAPE-MBU ES and ES FTP data, e.g., +0000532, -0001029, etc.

Step 3 Update the list of AMSCOs for which the ES in FORDIMS-P/BS should not be adjusted. These AMSCOs are normally those pertaining to AMHA, ISOs, USAR Technicians, and USARNG Technicians. These lists should be verified with the appropriate P/SP Director.

4.3.4 Processing Data to USAMSSA

Step 4 After all changes are posted to the appropriate coding sheets a P/BS Action Sheet - COA Header File will be prepared in accordance with the instructions in Figure 4.3.5.

Step 5 A DPR for USAMSSA is prepared in accordance with Part 1, Section 3 and the instructions in Figure 4.3.6. The DPR will be used to forward the:

- Instructions for Processing FYXX Actual Obligations
- P/BS Action Sheet - COA Header File
- Report of Obligations (Magnetic Tape)
- Audit File Continuation Sheet (if appropriate)
- P/BS Audit Card(s) (if appropriate)
- List of Protected AMSCOs

4.3.5 Editing the Input

Step 6 Edit error reports are prepared and are provided DACA-OMP for review and correction. Depending on the size of the edit error report, corrections may be input directly to the work file from the DACA-OMP remote terminal, or the edit error report is annotated with the correct data and returned to USAMSSA for correction in the work file. After each edit error correction, a new edit error report is generated for review and correction. This processing, edit, and review procedure is repeated until all known errors are corrected.

Step 7 Once satisfied that all known errors have been corrected, a trial report of Civilian Personnel Costs, Basic Level Appropriation Workpapers (RK5_501) (Part III, Section 2) is requested from USAMSSA. This report is reviewed for coding errors to ensure ES totals balance to the DAPE-MBU worksheets. If errors exist new coding sheets are prepared and a new trial report produced for review. Once all errors are corrected, the data base is updated and standard reports generated.

4.3.6 FORDIM-P/BS Update

Following each edit, the P/BS receives a pre-update. After all edit errors are corrected the FORDIMS-P/BS main file data base is updated.

4.3.7 Reports

Step 8 Following the FORDIMS-P/BS update, one copy of the following reports is generated by USAMSSA:

- RK5_501 Civilian Personnel Costs, Basic Level Appropriation Workpapers
- RK5_502 Civilian Personnel Costs, Basic Level Appropriation Workpapers (OMA BASOP Minus RPMA)
- RK5_503 Civilian Personnel Costs, Basic Level Appropriation Workpapers (OMA RPMA only)
- RK5_504 Civilian Personnel Costs, Basic Level Appropriation Workpapers (AMHA only)
- RK5_505 Civilian Personnel Costs, Foreign National Separation Allowance (FNSA) Basic Level Appropriation Workpapers
- RK5_506 Civilian Personnel Costs, Basic Level Command Workpapers
- RK5_516 Audit Trail by Action Number
- RK5_521 Civilian Personnel Costs (OP-8) (OP-8a); Foreign National Personnel (OP-10)

A sample copy of each report is contained in Part III, Section 3 and the description and use of each report is contained in Appendix F, Vol. I, FORDIMS User's Guide.

4.3.8 Distribution of Reports

Step 9 DACA-OMP makes copies of the reports and distributes one copy to each of the following:

DAPE-MBA
 DAPE-MBC
 DAPE-MBU
 APPN Directors
 P/SP Directors

ACTION: Documenting Prior Year Obligations

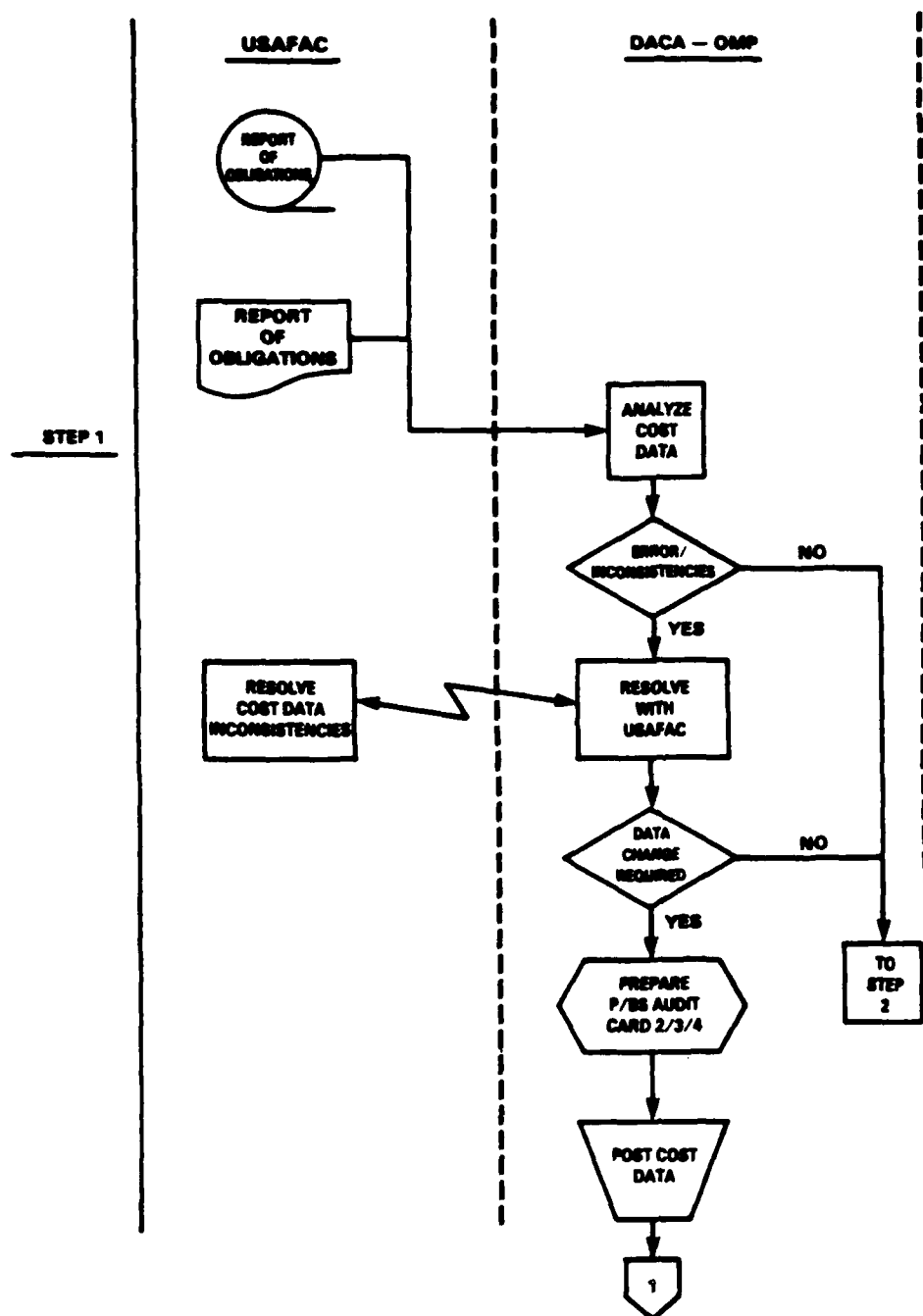


Figure 4.3.1. Documenting Prior Year Obligations Flow Chart

STEP 2

STEP 2a

STEP 3

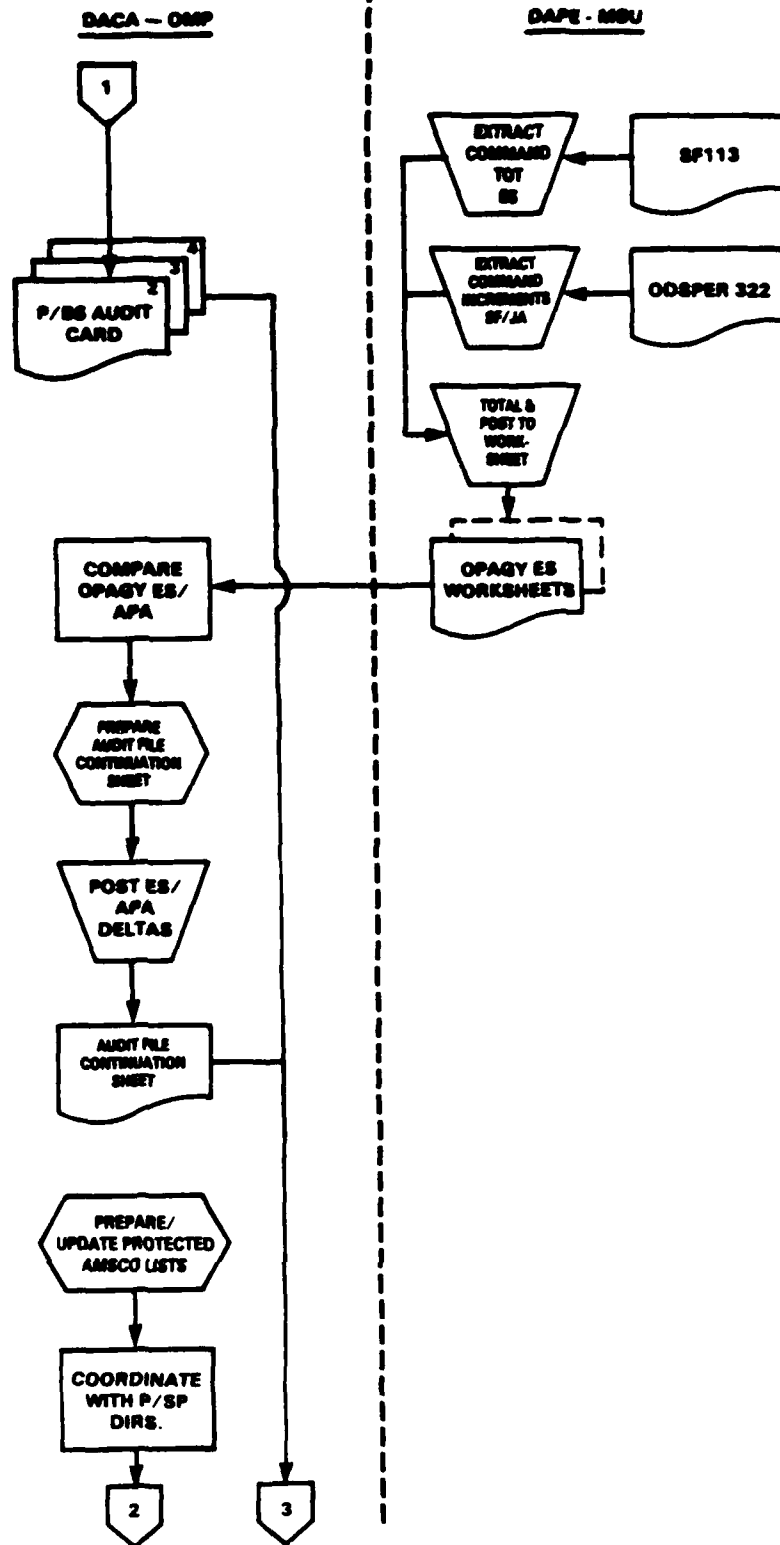


Figure 4.3.1 (Cont.). Documenting Prior Year Obligations Flow Chart

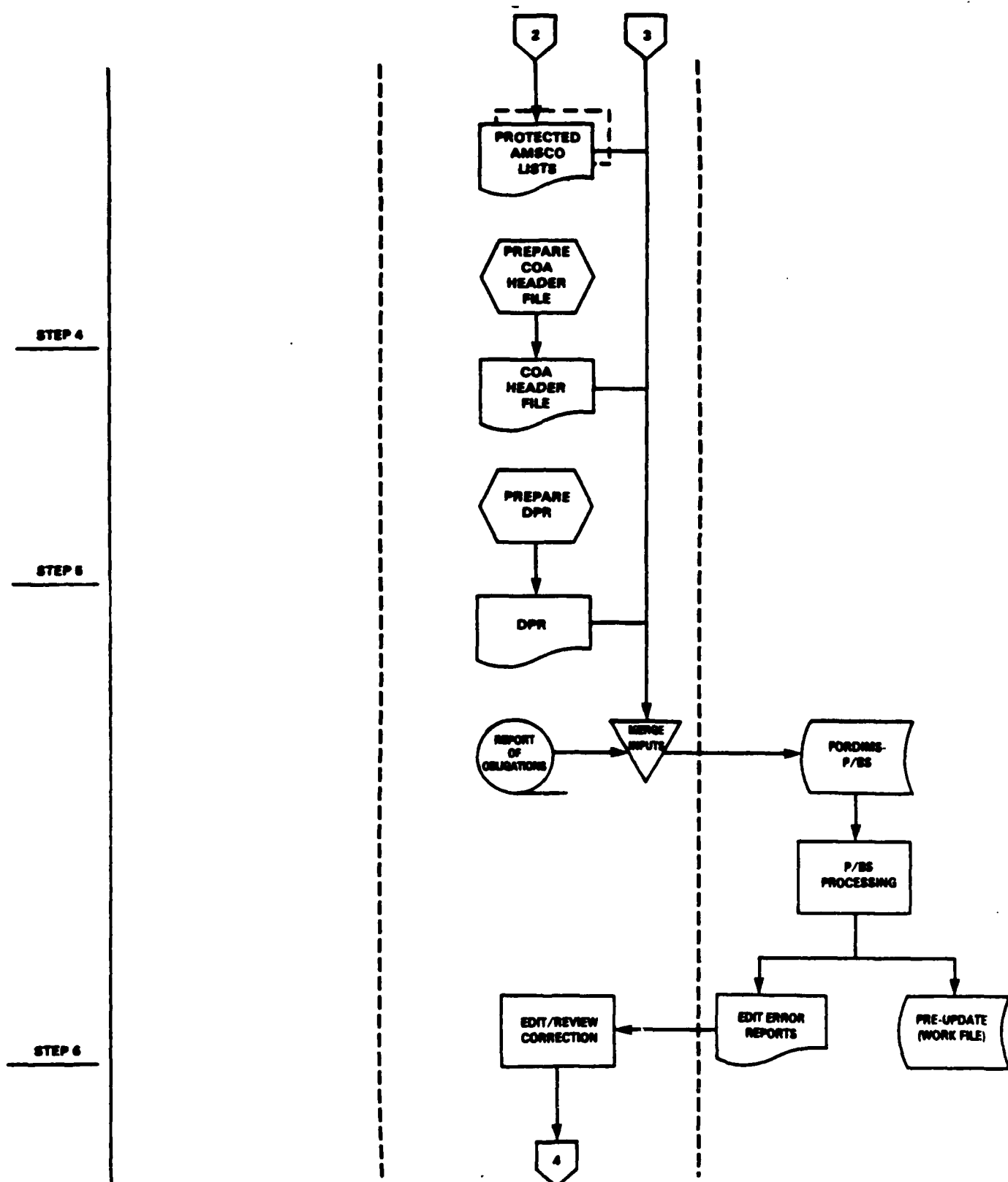


Figure 4.3.1 (Cont.). Documenting Prior Year Obligations Flow Chart

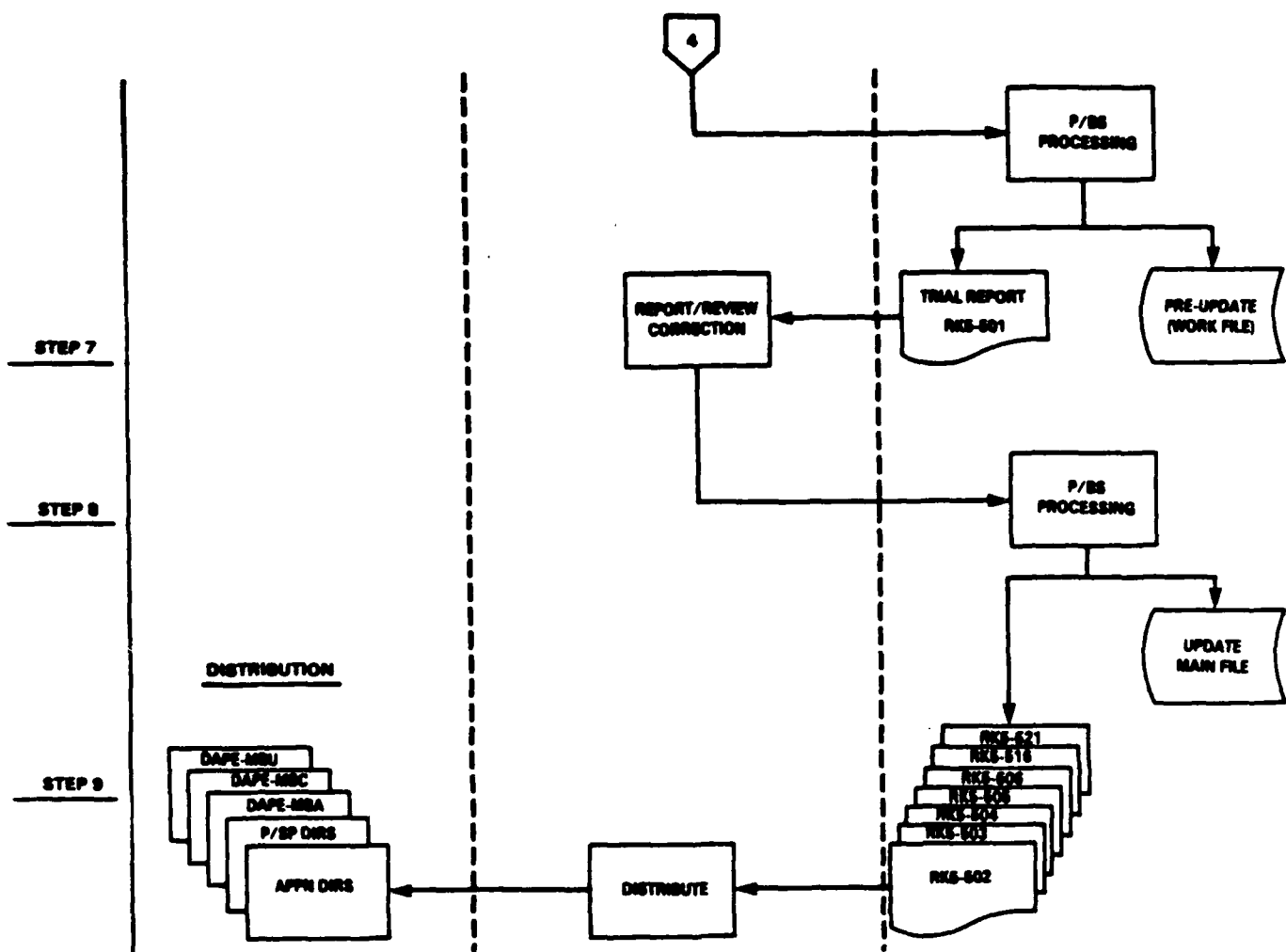


Figure 4.3.1 (Cont.). Documenting Prior Year Obligations Flow Chart

CIVILIAN MANPOWER OBLIGATIONS DATA MAGNETIC TAPE INPUT FORMAT DESCRIPTION

1. Magnetic tapes will be formatted as shown in the attached coding sheets. Card columns (cc) 1-48 of each coding sheet contain the same descriptive data elements. These columns must be repeated for inputting strength and cost data elements in columns 49-80 of each coding sheet. Correct entries must be made in order for subsequent strength and cost data entries to be accepted in the system. Right justify strength, work year, and cost data in the appropriate card columns and zero fill unused columns. For cost data entries where coding sheets indicate decimal positions (BCOMP, CASHA, OTIME, BBENE, FECMP, and SVPAY), zero fill decimal positions, e.g., 00\$\$.00).

2. The following special instructions apply:

a. For all coding sheets:

cc 1: Enter "G".

cc 2: Enter "3".

cc 3: Enter "A".

cc 4: For Audit File Continuation Sheet (Figure B-1), enter "P". For all other coding sheets, enter "C".

cc 5: Enter "M".

cc 6-11: ACTNO to be requested from DACA-OMP at end of each fiscal quarter. One ACTNO is used for the entire process.

cc 12: Enter "1," "2," "3," or "4" for Audit File Continuation Sheet, Audit Card #2, Audit Card #3, or Audit Card #4, respectively.

cc 13-18: Leave blank.

cc 19-24: The last day of the report quarter expressed as YYMMDD (i.e., 851231, 860331, 860630, and 860930).

cc 25-30: The last day of March of the fiscal year being reported expressed as YYMMDD (i.e., for FY87 data enter 870331).

cc 31-41: Applicable AMSCO at level of detail described in Appendix C. Zero Fill unused columns.

cc 42-45: Applicable RCOMD.

cc 46-48: Applicable CTYPE.

Figure 4.3.2. Magnetic Tape Format

b. For Audit File Continuation Sheet (Figure B-1):

- cc 49-54: Leave blank.
- cc 55: Enter "+".
- cc 56-62: Enter numbers of active pay accounts (APA).
- cc 63: Enter "+".
- cc 64-70: Enter number of full-time permanent APA.
- cc 71: Enter "+".
- cc 72-78: Enter number of work years.
- cc 79: Enter "C".
- cc 80: Leave blank.

c. For P/BS Audit Card #2-COA (Figure B-2):

- cc 49: Enter "+" or "-" as appropriate.
- cc 50-60: Enter BCOMP data.
- cc 61: Leave blank.
- CC 62: Enter "+" or "-" as appropriate.
- cc 63-71: Enter CASHA data.
- cc 72-80: Leave blank.

d. For P/BS Audit Card #3-COA (Figure B-3):

- cc 49: Enter "+" or "-" as appropriate.
- cc 50-58: Enter OTIME data.
- cc 59: Leave blank.
- cc 60: Enter "+" or "-" as appropriate.
- cc 61-70: Enter BBENE data.
- cc 71: Enter "+" or "-" as appropriate.
- cc 72-80: Enter HOPAY data.

e. For P/BS Audit Card #4 (Figure B-4):

- cc 49: Enter "+" or "-" as appropriate.
- cc 50-60: Enter FECMP data.
- cc 61: Enter "+" or "-" as appropriate.
- cc 62-72: Enter SVPAY data.
- cc 73-80: Leave blank.

3. Questions regarding the above may be addressed to HQ, USAMSSA (ASDB-CSD-D) (202) 694-4332/AV224-4332 (Mr. Reed).

Figure 4.3.2 (Cont.). Magnetic Tape Format

P/BS ACTION SHEET - ODCSPER

AUDIT FILE CONTINUATION SHEET

Transmittal Code: Data entered (date) _____
Entered by (initials) _____

Q3A - Add audit line
Q3A - Change audit line data

Type of Message:
M - Major
C - Critical

V	P		ACTNO	C	LITEM	EDATE	TDAYE	AMSCO	RCOMB	CTYPE	UNODD	1		2		ASRL/AMVNC
	1	2										AMODC/AF TPC	1	2		
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
12	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
13	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
14	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
15	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
16	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
17	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
18	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
19	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
20	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
21	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
22	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
23	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
24	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
25	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
26	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
27	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
28	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
29	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
30	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
31	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
32	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
33	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
34	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
35	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
36	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
37	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
38	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
39	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
40	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
41	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
42	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
43	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
44	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
45	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
46	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
47	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
48	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
49	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
50	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
51	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
52	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
53	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
54	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
55	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
56	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
57	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
58	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
59	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
60	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
61	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
62	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
63	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
64	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
65	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
66	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
67	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
68	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
69	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
70	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
71	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
72	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
73	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
74	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
75	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
76	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
77	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
78	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
79	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
80	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
81	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
82	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
83	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
84	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
85	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
86	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
87	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
88	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
89	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
90	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
91	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
92	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
93	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
94	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
95	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
96	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
97	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
98	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
99	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
100	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

ODCSPER FORM 463-1 (30 JUL 80)

P/BS Action Sheet-ODCSPER, Audit File Continuation Sheet

Figure 4.3.2 (Cont.). Magnetic Tape Format

(Revised)

P/BS AUDIT CARD #3 - COA

ADD OR CHANGE OTIME, OTICO, BBENE, BBECO

Data entered (date): _____
 Entered by (initials): _____

Transaction		G3A - Add Audit Line		G3A - Change Audit Line Data		EDATE		TDATE		AMSLCO		RCOMD		CTYPE		OTIME		BBENE		BBECO		MORAY	
		ACTNO	C	ACTNO	C	LITEM	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
1	A																						
2	A																						
3	A																						
4	A																						
5	A																						
6	A																						
7	A																						
8	A																						
9	A																						
10	A																						
11	A																						
12	A																						
13	A																						
14	A																						
15	A																						
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17	A																						
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33	A																						
34	A																						
35	A																						
36	A																						
37	A																						
38	A																						
39	A																						
40	A																						
41	A																						
42	A																						
43	A																						
44	A																						
45	A																						
46	A																						
47	A																						
48	A																						
49	A																						
50	A																						

P/BS Audit Card #3

Figure 4.3.2 (Cont.). Magnetic Tape Format

AD-A182 336

REPORT ON INSTRUCTIONS FOR REPORTING CIVILIAN MANPOWER
OBLIGATIONS DATA (U) GENERAL-RESEARCH CORP MCLEAN VA
MANAGEMENT TECHNOLOGIES DIV R L SCHROEDER ET AL

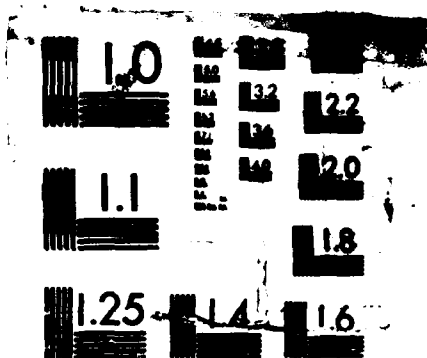
2/2

UNCLASSIFIED

31 OCT 85 1422-88-85-CR MDA983-84-C-0117 F/G 5/3

NL





MICROCOPY RESOLUTION TEST CHART

REPORT OF CIVILIAN MANPOWER OBLIGATIONS DATA

(1) FY XX

(1a) QTR X

(1b) (DIR or REINS) Obligations

(2) APCAT XXXX

(3) OPAGY XXX

	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
PEN	FTP	WY	DCOMP	CASHA	OTIME	HOPAY	DBENE	FECHP	SVFAY	

(3) OPAGY TOTAL

(4) RCOND XXXX

(5) AMSCO XXXXX.XXXXX

(6) CTYPE XXX

1

0

Figure 4.3.3. Hard Copy Report Format

(Revised

(1) FY xx

(1a) QTR x

(1b) (DIR or BRINS) Obligations

	(7) APA	(8) FTP	(9) WY	(10) BCONF	(11) CASHA	(12) OTIME	(13) MOPAY	(14) BENNE	(15) FDCMP	(16) SYPAY
--	------------	------------	-----------	---------------	---------------	---------------	---------------	---------------	---------------	---------------

(5) AMSCD 1

*

*

*

(5) AMSCD 2

*

*

*

(4) BCOND 1

*

*

*

(4) BCOND 2

Figure 4.3.3 (Cont.). Hard Copy Report Format

(Revised

cc 1-3: Enter TCODE D5A.

cc 4: Enter SOURCE "C".

cc 5: Enter FICOD "M".

cc 6-11: Enter ACTNO "XXXXXX" from DACA-OMP P/BS Master Manpower Action Register. This is the same ACTNO as provided USAFAC for production of year end magnetic tape.

cc 13-80: (Corresponds to Card #1 indicated in Col. 12):

cc 13-22: Enter DOCMT, the title of the authorizing document, e.g., DPR NR. TB-XXX-XX.

cc 23-32: Enter FLSYM, the file symbol for the office responsible for the action, e.g., DACA-OMP.

cc 33-44: Enter DTDTC, the date of the DPR, e.g., 15 NOV 85.

cc 45-52: Enter ACTOF, the last name of the individual responsible for the action, e.g., ROGERS.

cc 53-56: Enter AGENCY, the ARSTAF office that originated the action, e.g., DACA.

cc 57-80: Enter DAGUD, the directive or concept which authorizes the action, e.g., PYA DATA. Note: The first four positions are reserved for PDIP.

cc 13-80: (Corresponds to Card #2 indicated in Col. 12) and

cc 13-45: (Corresponds to Card #3 indicated in Col. 12):

Enter SUBJT, the subject of the DPR, e.g., CREATE WORKFILE FOR 30 SEP XX ACTUALS.

cc 46-80: (Corresponds to Card #3 indicated in Col. 12) and

cc 13-80: (Corresponds to Card #4 indicated in Col. 12):

Enter TRPUR, the purpose of the action, e.g., UPDATE DATA BASE.

Figure 4.3.5. (Continued) Instructions for Preparing P/BS Action Sheet-COA Header File

DATA PROCESSING REQUEST (DPR) For use of this form, see DA MEMO 19-44 the proponent agency is OCSA.		DATE 10 NOV XX	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-00X-XX	PRIORITY
TO: USAMSSA ATTN: ASBD-CSD-D	FROM: DACA-OMP	TYPE OF ACTION ☐ NEW SYSTEM ☒ REVISION ☒ PRODUCTION	
TITLE OF REPORT OR SYSTEM PBD-FORDIMS			
AUTHORITY DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Create a work file for 30 Sep Actuals			
FREQUENCY ☒ RECURRING (Indicate frequency) <u>As required</u> ☐ ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, date input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBD-FORDIMS FY 19XX Actuals			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Create a work file for 30 Sep XX Actuals. See Attached Instructions (High Priority Processing Is Requested).			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Attached Inclosures Contact: Mrs. Rogers/77669 Deliver: Call When Ready		PROPOSED COMPLETION DATE 20 NOV XX	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. PAULETTE AULTON/50660	
SIGNATURE		SIGNATURE	

DAS FORM 54
1 MAR 1976

REPLACES DA FORM 54, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 4.3.6. DPR for Prior Year Actuals

INSTRUCTIONS FOR PROCESSING FYXX ACTUAL OBLIGATIONS

1. This DPR forwards the following:
 - P/BS Action Sheet-COA Header File
 - Report of Obligations (Magnetic Tape)
 - Audit File Continuation Sheet
 - P/BS Audit Cards #2, 3, and/or 4
 - List of Protected AMSCOs
(Delete inapplicable enclosure.)
2. Process the USAFAC Report of Obligations magnetic tape into the work file.
3. Enter APA (ES) and FTP changes to the magnetic tape from the Audit File Continuation Sheet as follows:
 - Enter data.
 - Proportionally distribute data from cc 55-62 and 63-70 among all AMSCOs and CTYPEs in the RCOMD except those AMSCOs on the attached AMSCO exception sheets.
4. Enter cost data changes from P/BS Audit Cards #2, 3, and/or 4.
5. After tape is processed and changes keypunched and edited, request that DACA-OMP action officer be notified of errors in the edit in order to submit corrections for re-edit.
6. Upon successful update of file, request one copy of the following reports for FYXX only:
 - Command Workpapers (RK5B505Y)
 - Command Workpapers Foreign National Separation Allowance
 - OP-8, 8a, and 10 (RK5B521Y)
 - Audit Trail by ACTNO (RK5B516Y)

Figure 4.3.6 (Cont.). DPR Processing Instructions

END

8-87

DTIC