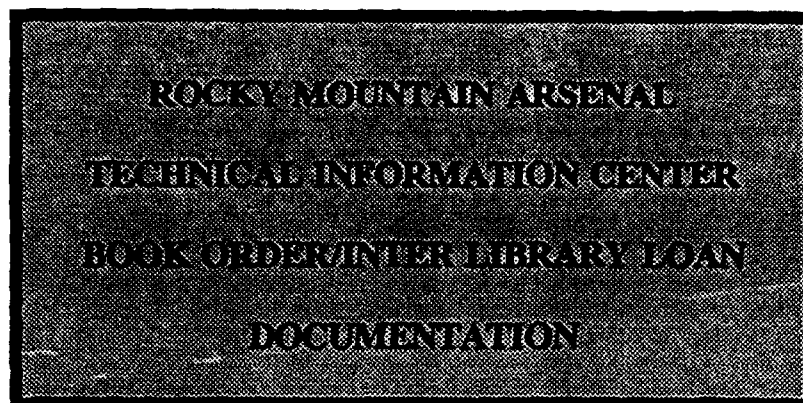


AD-A274 222



3

①



April 20, 1992

by

D.P. ASSOCIATES, INC.

Tina Nowlin

SDTIC
ELECTE
DEC 23 1993
A

This document has been approved
for public release and sale; its
distribution is unlimited.

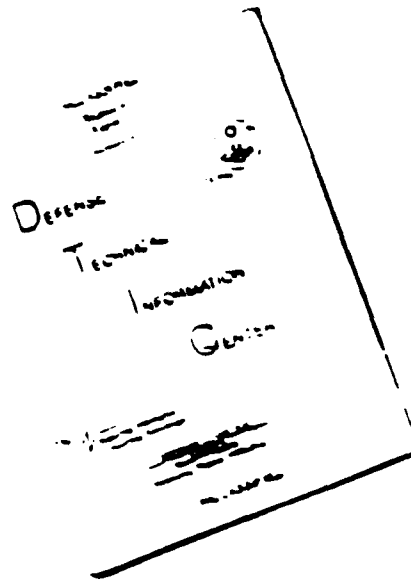
93-31082



19386

93 12 22 1 94

DISCLAIMER NOTICE



THIS DOCUMENT IS BEST
QUALITY AVAILABLE. THE COPY
FURNISHED TO DTIC CONTAINED
A SIGNIFICANT NUMBER OF
PAGES WHICH DO NOT
REPRODUCE LEGIBLY.

BOOK ORDER/INTER LIBRARY LOAN TABLE OF CONTENTS

BOOK ORDER/INTER LIBRARY LOAN MENU	1
BOOK ORDER MENU	3
BOOK ORDERS	
DATA ENTRY PROGRAM	5
EDITING PROGRAM	9
PRINTED REPORT	12
DATABASE STRUCTURES & FIELD DEFINITIONS	14
BOOKFILE.DBF	14
INDEXES	14
FIELD DEFINITIONS	14
GOVERNMENT DOCUMENTS (NON-TECHNICAL)	
DATA ENTRY PROGRAM	16
EDITING PROGRAM	20
PRINTED REPORT	23
DATABASE STRUCTURES & FIELD DEFINITIONS	25
GPORDER.DBF	25
INDEXES	25
FIELD DEFINITIONS	25
SUBSCRIPTIONS	
DATA ENTRY PROGRAM	27
EDITING PROGRAM	31
PRINTED REPORT	35
DATABASE STRUCTURES & FIELD DEFINITIONS	37
SUBFILE.DBF	37
INDEXES	37
FIELD DEFINITIONS	37
TECHNICAL REPORTS	
DATA ENTRY PROGRAM	39
EDITING PROGRAM	42
PRINTED REPORT	45
DATABASE STRUCTURES & FIELD DEFINITIONS	47
NTISORDE.DBF	47
INDEXES	47
FIELD DEFINITIONS	47
INTER LIBRARY LOAN MENU	49
DATA ENTRY PROGRAM	51
EDIT PROGRAM	54
PRINTED REPORT	57
DATABASE STRUCTURES & FIELD DEFINITIONS	59
ILLFILE.DBF	59
INDEXES	59
FIELD DEFINITIONS	59

BOOK ORDER/INTER LIBRARY LOAN MENU

OVERVIEW

The BOOK ORDER/INTER LIBRARY LOAN MENU program creates a menu screen that will allow you to select the BOOK ORDER area or the INTER LIBRARY LOAN area to enter and/or edit data and print a report.

ACCESS THE PROGRAM

Access the program selecting number 1, Database Programs in the Main Menu, then number 1 again in the Database Applications menu. The Main Science Menu will display:

D.P. ASSOCIATES, INC. MAIN SCIENCE MENU	
1.	SCIMENU
2.	RIC MENU
3.	IN MAIN MENU
4.	BOOK MENU
9.	Exit files
X.	Exit dBASE
ENTER YOUR CHOICE -->	

Choose number 4, Book Menu. The program LMENU.PRG will run display the following screen:

DTIC QUALITY INSPECTED 3

Accession For	
NTIS	
DTC	
User	
Journal	
By	
Distribution	
Availability	
Dist	Availability/ Special
A-1	

ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER BOOK ORDER/INTER LIBRARY LOAN MENU
1> BOOK ORDER MENU 2> INTER LIBRARY LOAN MENU B> BACKUP FILES TO 'C' DRIVE E> EXIT dBASE R> RETURN TO MAIN MENU
ENTER YOUR OPTION --->

Option 1. BOOK ORDER MENU, will take you to the BOOK ORDER area to enter and/or edit and print BOOK ORDER information for the BOOK ORDER, NON-TECHNICAL GOV'T DOCUMENTS, SUBSCRIPTION, and TECHNICAL REPORTS sections.

Option 2. INTER LIBRARY LOAN MENU, will take you to the INTER LIBRARY LOAN area to enter and/or edit and print INTER LIBRARY LOAN information.

Option B. BACKUP FILES TO 'C' DRIVE will backup (copy) the databases to the C drive.

Option E. EXIT dBASE IV, will exit from the menu and dBASE IV.

Option R. RETURN TO MAIN MENU, will exit from current menu and return to calling menu.

BOOK ORDER MENU

OVERVIEW

The BOOK ORDER MENU creates a menu screen that will allow you to select options to enter, edit, or print BOOK ORDER information.

ACCESS THE MENU

Select Option 1, BOOK ORDER MENU from the BOOK ORDER/INTER LIBRARY LOAN MENU. The program BOOKMENU.PRG will run.

MENU SCREEN

The program will display the menu screen as follows:

ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER BOOK ORDER MENU	
1> Enter	BOOK INFORMATION
2> Edit	BOOK INFORMATION
3> Print	BOOK REPORT(S)
E>	EXIT dBASE
R>	RETURN TO MAIN MENU
ENTER YOUR OPTION —>	

Option 1. Enter BOOK INFORMATION will run the data entry program allowing information to be entered in the databases for the BOOK ORDER, NON-TECHNICAL GOV'T DOCUMENTS, SUBSCRIPTION, and/or TECHNICAL REPORTS areas.

Option 2. Edit BOOK INFORMATION will run the edit program allowing information stored in the BOOK ORDER, NON-TECHNICAL GOV'T DOCUMENTS, SUBSCRIPTION, and/or TECHNICAL REPORTS areas to be edited.

Option 3. Print BOOK REPORT(S) will run the print program that will generate reports for the BOOK ORDER, NON-TECHNICAL GOV'T DOCUMENTS, SUBSCRIPTION, and/or TECHNICAL REPORTS areas.

Option E. EXIT dBASE will leave the menu and quit from dBASE IV.

Option R. RETURN TO MAIN MENU will exit from the current menu and return to the calling menu.

BOOK ORDER DATA ENTRY PROGRAM

OVERVIEW

The data entry program will allow yo to enter information pertaining to the Book Order area.

ACCESS AND RUN PROGRAM

Select option 1, Enter BOOK INFORMATION from the BOOK ORDER MENU. The program BOOKENT.PRG will run.

The program will display the following screen to allow you to choose the area for data entry:

SELECT AREA TO ENTER INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION -->

Choose number 1. The selected area uses the database BOOKFILE.DBF with the following indexes:

BOOKTITL.NDX	AUTHOR.NDX	DOCNO.NDX	RECDDATE.NDX
ORDERED.NDX	SIGNOUT.NDX		

The program will access the BOOK ORDER data entry area to allow information to be entered into the BOOKFILE database.

The following Book Order data entry screen will be displayed:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
BOOK ORDER DATA ENTRY ROUTINE

BOOK TITLE:
AUTHOR:
SERIES:
PUBLISHER:
YEAR PUBLISHED: COPYRIGHT YEAR: ISBN:
DOCUMENT NUMBER: PRICE: 0.00
DATE ORDERED: / / DATE RECEIVED: / /
CATALOG ORDERED: / / CATALOG RECEIVED: / /
COPIES: ORDERED BY: SIGNED OUT TO:
FY ORDERED: CHECK ABOVE INFORMATION: 7777

Enter information in the following described fields:

- a. BOOK TITLE - a 100 character alphanumeric field. Enter the book title.
- b. AUTHOR - a 50 character alphanumeric field. Enter the author's name. **DO NOT LEAVE THIS FIELD BLANK!** (The information in this field will be used for locating records in the editing program ... enter something, even a bogus name so that the record may be found when editing.)
- c. SERIES - a 50 character alphanumeric field. Enter the series.
- d. PUBLISHER - a 30 character alphanumeric. Enter the publisher name.
- e. YEAR PUBLISHED - a 4 character alphanumeric field. Enter the year book published.
- f. COPYRIGHT YEAR - a 4 character alphanumeric field. Enter the book's copyright year.
- g. ISBN - a 15 character alphanumeric field. Enter the ISBN.
- h. DOCUMENT NUMBER - a 13 character alphanumeric field. Enter the document number.
- i. PRICE - a 8 character numeric field with the format 99999.99. Enter the price of the book.

- j. DATE ORDERED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date book ordered.
- k. DATE RECEIVED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date book received.
- l. CATALOG ORDERED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date a catalog is ordered.
- m. CATALOG RECEIVED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date a catalog ordered is received.
- n. COPIES - a 2 character alphanumeric field. Enter how many copies were ordered.
- o. ORDERED BY - a 9 character alphanumeric field. Enter who ordered the book/catalog.
- p. SIGNED OUT TO - a 9 character alphanumeric field. Enter who the book/catalog is signed out to.
- q. FY ORDERED - a 2 character alphanumeric field. Enter for which fiscal year ordered (91, 92, etc.).
- r. CHECK ABOVE INFORMATION - a data check field that will allow you to use the UP/DOWN/LEFT/RIGHT cursor arrow keys to move back up through the screen to make changes.

Press Enter at the Check Above Information field. The screen will clear and the program will store the entered information to the database unless you have left the AUTHOR field blank.

If you have left that field blank, the program will continually prompt you to enter it with the following:

PLEASE RE-ENTER THE AUTHOR NAME -- DO NOT LEAVE BLANK!
AUTHOR NAME:

Re-enter the AUTHOR. The program will then save the information entered.

The program will then print a listing of the information that was entered. An example of the printed listing is included at the end of this section.

EXITING THE PROGRAM

When you are done with entering information in the Book Order area and the listing has printed, the screen will clear and the program will ask if you want to continue entering information. The following question will be displayed to the screen:

DO YOU WANT TO CONTINUE ENTERING INFORMATION? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the first selection screen where you can choose the Book Order area or other areas that you want to add information in. Proceed with entering information as described earlier in this text.
- b. Choose N. The screen will clear, the program will exit, and you will be returned to the BOOK ORDER MENU for further menu selections.

BOOK ORDER LISTING (for editing)

BOOK TITLE: HANDBOOK OF OPTICAL MEMORY SYSTEMS

AUTHOR: WAEAGEMANN, C. PETER

SERIES:

PUBLISHER: OPTICAL DISK SYSTEM

YEAR PUBLISHED: 1991

COPYRIGHT YEAR:

ISBN: 0-9621815-0-1

DOCUMENT NUMBER: DPRA1

PRICE: \$ 294.50

DATE ORDERED: 01/21/92

DATE RECEIVED: / /

CATALOG ORDERED: / /

CATALOG RECEIVED: / /

COPIES: 1

ORDERED BY: DPRA

SIGNED OUT TO: OCCHINERO

FOR YEAR ORDERED: 92

BOOK ORDER EDITING PROGRAM

OVERVIEW

The edit program will allow you to edit information that was entered into the Book Order database BOOKFILE.DBF.

ACCESS AND RUN PROGRAM

Choose 2, Edit BOOK INFORMATION from the BOOK ORDER MENU. The following area selection screen will display:

SELECT AREA TO EDIT INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —> █

Choose 1. The program will display the AUTHOR NAME entry screen as follows:

PLEASE ENTER AUTHOR'S NAME: █

Enter the Author's name. The program will search the database to locate a matching record.

MATCH NOT FOUND

If the program is unable to find a match in the database, the following message will be displayed:

The author XXXXXX was NOT FOUND.
Do you want to re-enter the name? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the AUTHOR'S NAME entry screen. Re-enter the name.
- b. Choose N. The screen will clear and you will be asked if you want to continue editing other records or exit the program.

MATCH FOUND

When the program has located the record in the database, the following edit screen will display:

Name		ExitLock
ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER		
BOOK ORDER EDITING ROUTINE		
BOOK TITLE: GIFTS DIFFERING		
AUTHOR: MYERS, I		
SERIES:		
PUBLISHER: OTTO KNOEGER ASSOCIATES		
YEAR PUBLISHED: 7	COPYRIGHT YEAR:	ISBN:
DOCUMENT NUMBER: DPM2	PRICE: 9.00	
DATE ORDERED: 01/21/92	DATE RECEIVED: / /	
CATALOG ORDERED: / /	CATALOG RECEIVED: / /	
COPIES: 1	ORDERED BY: DPM	SIGNED OUT TO: J.CECIL
FY ORDERED: 92		

Press "CTRL+W" at the same time to save changes.
Press "ESC" if you do not want to save changes made.
Press "CTRL+U" to delete and "CTRL+W" to exit screen.

Make your editing changes.

- a. To save, press CTRL+W.
- b. To leave screen without saving press ESC.
- c. To mark record for deletion, press CTRL+U. You will see del appear near the top of the screen at the upper right side. This will show that the record is marked for deletion. It will physically be erased when you exit from the program. After pressing CTRL+U to mark the record, press CTRL+W to save and exit the screen.

When you have exited the screen, the program will ask if you have finished editing the current record. The following will display:

ARE YOU DONE EDITING? (Y/N)

- a. Choose N if you are not done editing. You will be returned to the edit screen with the currently selected record displayed.
- b. Choose Y if you are done editing. The screen will clear and a listing will be printed (an example is included at the end of this section). You will be given the choice to continue editing other records or exiting the program (see below).

EXITING PROGRAM

When you answered Y to having finished editing records, the program will clear the screen and ask if you want to continue editing other records. The question will display as follows:

DO YOU WANT TO CONTINUE EDITING OTHER RECORDS? (Y/N)

- a. Y will take you back up to the very first editing option screen to allow you to pick the area you want to edit records in. Proceed with editing as described in this text.
- b. N will exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

BOOK ORDER LISTING (for editing)

BOOK TITLE: GIFTS DIFFERING

AUTHOR: MYERS, I

SERIES:

PUBLISHER: OTTO KROEGER ASSOCIATES

YEAR PUBLISHED: ?

COPYRIGHT YEAR:

ISBN:

DOCUMENT NUMBER: DPRA2

PRICE: \$ 9.00

DATE ORDERED: 01/21/92

DATE RECEIVED: / /

CATALOG ORDERED: / /

CATALOG RECEIVED: / /

COPIES: 1

ORDERED BY: DPRA

SIGNED OUT TO: J.CECIL

FOR YEAR ORDERED: 92

BOOK ORDER PRINTED REPORT

OVERVIEW

A finished report may be printed for BOOK ORDERS from information stored in the BOOKFILE.DBF database. The print program will allow you to generate this report.

ACCESS AND RUN PROGRAM

Choose option 3, Print BOOK ORDER REPORT(S) from the Book Order Menu. The program BOOKPRN.PRG will run.

You will be asked to select the area you want to print reports in. The following selection screen will display:

SELECT AREA TO PRINT REPORTS

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose 1. You will be asked to enter the Author's Name of the Book Order Report you would like printed. The entry field will look as follows:

PLEASE ENTER AUTHOR'S NAME: XXXXXX, XXXX

Enter the Author's Name and Press Enter. The screen will clear and the program will search the database for a match.

MATCH NOT FOUND

If a match is not found, the following message will display:

**The author XXXXX, XXXX was NOT FOUND.
Do you want to re-enter the name? (Y/N)**

- a. Choose Y. You will be returned to the Author's Name entry field to re-enter the name.
- b. Choose N. You will be asked if you want to continue printing other reports or not. If you do not, you will be exited from the program.

MATCH FOUND

When a match is found the program will print the report.

A sample copy of the report is included at the end of this section.

EXIT THE PROGRAM

After the report has printed, the program will ask you the following:

DO YOU WANT TO CONTINUE PRINTING OTHER REPORTS? (Y/N)
--

- a. Y will return you to the first area selection screen so you may continue printing reports.
- b. N will be exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

04/14/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
BOOK ORDER REPORT

PAGE NO. 1

BOOK TITLE: GIFTS DIFFERING

AUTHOR: MYERS, I

SERIES:

PUBLISHER: OTTO KROEGER ASSOCIATES

YEAR PUBLISHED: ?

COPYRIGHT YEAR:

ISBN:

DOCUMENT NUMBER: DPRA2

PRICE: \$ 9.00

DATE ORDERED: 01/21/92

DATE RECEIVED: / /

CATALOG ORDERED: / /

CATALOG RECEIVED: / /

COPIES: 1

ORDERED BY: DPRA

SIGNED OUT TO: J.CECIL

FOR YEAR ORDERED: 92

```

. disp stru to print
Structure for database: F:\TECH\BOOKS\BOOKFILE.DBF
Number of data records: 52
Date of last update : 04/14/92
Field  Field Name  Type      Width  Doc  Index
  1  BOOK_TITLE  Character  100
  2  AUTHOR      Character  50
  3  SERIES      Character  50
  4  PUBLISHER   Character  30
  5  YR_PUB      Character  4
  6  YR_COPYR    Character  4
  7  ISBN        Character  15
  8  DOC_NUMBER  Character  13
  9  PRICE       Numeric    8      2
 10  DATE_ORDER  Date       8
 11  DATE_REC'D  Date       8
 12  CAT_ORDER'D Date       8
 13  CAT_REC'D   Date       8
 14  COPIES      Character  2
 15  ORDERED_BY  Character  9
 16  SIGNOUT_TO  Character  9
 17  FY_ORDERED  Character  2
*** Total *** 329

```


BOOKTITL.NDX	(Book_title)
AUTHOR.NDX	(Author)
DOCNO.NDX	(Doc_number)
RECDATE.NDX	(Date_rec'd)
ORDERED.NDX	(Ordered_by)
SIGNOUT.NDX	(Signout_to)

BOOK_TITLE	100 character alphanumeric field. Stores book title.
AUTHOR	50 character alphanumeric field. Stores name of book author.
PUBLISHER	30 character alphanumeric field. Stores name of the Publisher of book.
YR_PUB	4 character alphanumeric field. Stores year book published.

YR_COPYR	4 character alphanumeric field. Stores year book copyrighted.
ISBN	15 character alphanumeric field. Stores the ISBN.
DOC_NUMBER	13 character alphanumeric field. Stores the document number.
PRICE	8 character numeric field with the format 999999.9. Stores the price of the book ordered.
DATE_ORDER	8 character date field with the format 99/99/99. Stores the date the book ordered.
DATE_REC'D	8 character date field with the format 99/99/99. Stores the date the book ordered received.
CAT_ORDERED	8 character date field with the format 99/99/99. Stores the date a catalog ordered.
CAT_REC'D	8 character date field with the format 99/99/99. Stores the date an ordered catalog is received.
COPIES	2 character alphanumeric field. Stores the number of copies ordered.
ORDERED_BY	9 character alphanumeric field. Stores the name of who ordered book.
SIGNOUT_TO	9 character alphanumeric field. Stores the name of who the book is signed out to.
FY-ORDERED	2 character alphanumeric field. Stores the fiscal year ordered date (91, 92, etc.).

GOVERNMENT DOCUMENTS (NON-TECHNICAL) DATA ENTRY PROGRAM

OVERVIEW

The data entry program will allow you to enter information pertaining to the Government Document (Non-technical) area.

ACCESS AND RUN PROGRAM

Select option 1, Enter BOOK INFORMATION from the BOOK ORDER MENU. The program BOOKENT.PRG will run.

The program will display the following screen to allow you to choose the area for data entry:

SELECT AREA TO ENTER INFORMATION

- 1. BOOK ORDERS
- 2. GOV'T DOCUMENTS (NON-TECHNICAL)
- 3. SUBSCRIPTIONS
- 4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose number 2. The selected area uses the database GPORDER.DBF with the following indexes:

GPORDER.NDX RECVD.NDX ORDFOR.NDX

The program will access the GOVERNMENT DOCUMENTS (NON-TECHNICAL) data entry area to allow information to be entered into the GPORDER database.

The following data entry screen will be displayed:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER GOVERNMENT DOCUMENT (NON-TECHNICAL) DATA ENTRY ROUTINE	
TITLE:	
ORDER NUMBER:	
DATE ORDERED: / /	DATE RECEIVED: / /
ITEMS ORDERED: 0	SOURCE:
PRICE: 0.00	STOCKNUMBER:
ORDERED FOR:	
TELEPHONE NUMBER:	CHECK ABOVE INFORMATION: ????

Enter the following information:

- a. TITLE - a 50 character alphanumeric field. Enter the title of the non-technical government document.
- b. ORDER NUMBER - a 5 character alphanumeric field. Enter the order number. **DO NOT LEAVE THIS FIELD BLANK!** Enter a temporary code if you need to, but don't leave it blank (it will be used in the editing program to locate the record).
- c. DATE ORDERED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the document was ordered.
- d. DATE RECEIVED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the document received.
- e. ITEMS ORDERED - a 3 character numeric field with the format 999. Enter the number of items ordered.
- f. SOURCE - a 8 character alphanumeric field. Enter the source of the document.
- g. PRICE - a 6 character numeric field with the format 9999.9. Enter the price of the document.
- h. STOCK NUMBER - a 20 character alphanumeric field. Enter the stock number of the document.

- i. ORDERED FOR - a 20 character alphanumeric field. Enter the name of the person the document ordered for.
- k. TELEPHONE NUMBER - a 4 character alphanumeric field. Enter the GOVERNMENT EXTENSION telephone number of the person who ordered document.
- l. CHECK ABOVE INFORMATION - a data check field which will allow you to use the up/down/left/right cursor arrow keys to move back up through the screen to make changes before saving.

Press Enter at the Check Above Information field. The screen will clear and the information that you entered will be stored in the database unless you have left the ORDER NUMBER field blank.

If you left that field blank, the program will continually prompt you to enter it with the following:

**PLEASE RE-ENTER THE ORDER NUMBER -- DO NOT LEAVE BLANK!
ORDER NUMBER:**

Re-enter the Order Number. The program will save the information and allow you to leave the data entry area.

The program will then print a listing of the information that was entered (an example of the listing is included at the end of this section) and will ask if you want to continue entering information (see below).

EXITING THE PROGRAM

When you are done with entering information in the Non-Technical Government Documents area and the listing has printed, the screen will clear and the program will ask if you want to continue entering information. The following question will be displayed to the screen:

DO YOU WANT TO CONTINUE ENTERING INFORMATION? (Y/N)
--

- a. Choose Y. The screen will clear and you will be returned to the first selection screen where you can choose the Book Order area or other areas that you want to add information in. Proceed with entering information as described earlier in this text.

- b. Choose N. The screen will clear, the program will exit, and you will be returned to the BOOK ORDER MENU for further menu selections.

GOVERNMENT DOCUMENTS (NON-TECHNICAL) LISTING (for editing)

TITLE: US GOVERNMENT MANUAL, 1991-92

ORDER NUMBER: 92-1

DATE ORDERED: 12/17/91

DATE RECEIVED: 12/23/91

ITEMS ORDERED: 1

SOURCE: GPO-DENV

PRICE: \$ 23.00

STOCK NUMBER:

ORDERED FOR: LIBRARY

TELEPHONE NUMBER (gov't):

GOVERNMENT DOCUMENTS (NON-TECHNICAL) EDITING PROGRAM

OVERVIEW

The edit program will allow you to edit information that was entered into the Government Documents (Non-Technical) database GPORDER.DBF.

ACCESS AND RUN PROGRAM

Choose 2, Edit BOOK INFORMATION from the BOOK ORDER MENU. The following area selection screen will display:

SELECT AREA TO EDIT INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —> █

Choose 2. The program will display the Order Number entry field as follows:

PLEASE ENTER ORDER NUMBER: XXXX

Enter the Order Number and Press Enter. The screen will clear and the program will search the database for a match of the entered Order Number.

MATCH NOT FOUND

If the program is unable to find a match in the database, the following message will be displayed:

The order number XXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the ORDER NUMBER entry screen. Re-enter the number.
- b. Choose N. The screen will clear and you will be asked if you want to continue editing other records or exit the program.

MATCH FOUND

When the program has located the record in the database, the following edit screen will display:

Num	ExcilLock
ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER GOV'T DOCUMENTS (NON-TECHNICAL) EDITING ROUTINE	
TITLE: ENERGY EFFICIENCY IN THE FEDERAL GOVERNMENT	
ORDER NUMBER: 92-3	
DATE ORDERED (mm/dd/yy): 02/10/92 DATE RECEIVED (mm/dd/yy): / /	
ITEMS ORDERED: 1 SOURCE: GPO-DC	
PRICE: 5.00 STOCK NUMBER: 052-003-012-42-1	
ORDERED FOR: DOMINIC LOMBARDI TELEPHONE NUMBER (gov't): 5170	
Press "CTRL+W" at the same time to save changes. Press "ESC" if you do not want to save changes made. Press "CTRL+U" to delete and "CTRL+W" to exit screen.	

Make your editing changes.

- a. To save, press CTRL+W.
- b. To leave screen without saving press ESC.
- c. To mark record for deletion, press CTRL+U. You will see del appear near the top of the screen at the upper right side. This will show that the record is marked for deletion. It will physically be erased when you exit from the program. After pressing CTRL+U to mark the record, press CTRL+W to save and exit the screen.

When you have exited the screen, the program will ask if you have finished editing the current record. The following will display:

ARE YOU DONE EDITING? (Y/N)

- a. Choose N if you are not done editing. You will be returned to the edit screen with the currently selected record displayed.
- b. Choose Y if you are done editing. The program will print a listing of the edited information (an example is included at the end of this section). The screen will clear and you will be given the choice to continue editing other records or exiting the program (see below).

EXITING THE PROGRAM

You will be asked if you want to continue editing other records. The question will display as follows:

DO YOU WANT TO CONTINUE EDITING OTHER RECORDS? (Y/N)

- a. Y will take you back up to the very first editing option screen to allow you to pick the area you want to edit records in. Proceed with editing as described in this text.
- b. N will exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

GOVERNMENT DOCUMENTS (NON-TECHNICAL) LISTING (for editing)

TITLE: ENERGY EFFICIENCY IN THE FEDERAL GOVERNMENT

ORDER NUMBER: 92-3

DATE ORDERED: 02/10/92

DATE RECEIVED: / /

ITEMS ORDERED: 1

SOURCE: GPO-DC

PRICE: \$ 5.00

STOCK NUMBER: 052-003-012-42-1

ORDERED FOR: DOMINIC LOMBARDI

TELEPHONE NUMBER (gov't): 5170

GOVERNMENT DOCUMENTS (NON-TECHNICAL) PRINTED REPORT

OVERVIEW

A finished report may be printed for Non-Technical Government Documents from information stored in the GPORDER.DBF database. The print program will allow you to generate this report.

ACCESS AND RUN PROGRAM

Choose option 3, Print BOOK ORDER REPORT(S) from the Book Order Menu. The program BOOKPRN.PRG will run.

You will be asked to select the area you want to print reports in. The following selection screen will display:

SELECT AREA TO PRINT REPORTS

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION ——>

Choose 2. You will be asked to enter the Order Number of the record you want printed. The Order Number entry field will display as follows:

PLEASE ENTER ORDER NUMBER: XXXX

Enter the Order Number and Press Enter. The screen will clear and the program will begin to search the database for a match.

MATCH NOT FOUND

If a match is not found, the following message will display:

**The order number XXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)**

- a. Choose Y. You will be returned to the Order Number entry field to re-enter the number.
- b. Choose N. You will be asked if you want to continue printing other reports or not. If you do not, you will be exited from the program.

MATCH FOUND

When a match is found the program will print the report. A sample copy of this report is included at the end of this section.

EXIT THE PROGRAM

After the report has printed, the program will ask you the following:

DO YOU WANT TO CONTINUE PRINTING OTHER REPORTS? (Y/N)

- a. Y will return you to the first area selection screen so you may continue printing reports.
- b. N will be exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

04/14/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
GOVERNMENT DOCUMENTS (NON-TECHNICAL) REPORT

PAGE NO. 1

TITLE: ENERGY EFFICIENCY IN THE FEDERAL GOVERNMENT

ORDER NUMBER: 92-3

DATE ORDERED: 02/10/92

DATE RECEIVED: / /

ITEMS ORDERED: 1

SOURCE: GPO-DC

PRICE: \$ 5.00

STOCK NUMBER: 052-003-012-42-1

ORDERED FOR: DOMINIC LOMBARDI

TELEPHONE NUMBER: 5170

DATABASE STRUCTURES & FIELD DEFINITIONS

GPORDER.DBF

```
. disp stru to print
Structure for database: F:\TECH\BOOKS\GPORDER.DBF
Number of data records:      3
Date of last update   : 04/14/92

Field  Field Name  Type      Width  Dec  Index
  1  TITLE      Character   50           N
  2  ORDER_NO   Character    5           N
  3  ORDERED    Date         8           N
  4  RECEIVED   Date         8           N
  5  ITEMS_ORD  Numeric      3           N
  6  SOURCE     Character    8           N
  7  PRICE      Numeric      6           2  N
  8  STOCKNUMBE Character   20           N
  9  ORDEREDFOR Character   20           N
 10  TEL_NUMBER Character    4           N
*** Total ***                133
```

INDEXES

GPORDER.NDX	(Order_no)
RECVD.NDX	(Received)
ORDFOR.NDX	(Orderedfor)

FIELD DEFINITIONS

TITLE	50 character alphanumeric field. Stores title of document.
ORDER_NO	5 character alphanumeric field. Stores the order number.
ORDERED	8 character date field with format 99/99/99. Stores the date the document ordered.
RECEIVED	8 character date field with format 99/99/99. Stores the date the document received.
ITEMS_ORD	3 character numeric field with format 999. Stores the number of items ordered.

SOURCE	8 character alphanumeric field. Stores the source of document.
PRICE	6 character numeric field with format 999.99. Stores the price of the document.
STOCKNUMBE	20 character numeric field. Stores the stock number of the document.
ORDEREDFOR	20 character numeric field. Stores who the document was ordered for.
TEL_NUMBER	4 character numeric field. Stores the telephone number of the person the document was ordered for.

SUBSCRIPTIONS DATA ENTRY PROGRAM

OVERVIEW

The data entry program will allow you to enter information pertaining to the Subscriptions area.

ACCESS AND RUN PROGRAM

Select option 1, Enter BOOK INFORMATION from the BOOK ORDER MENU. The program BOOKENT.PRG will run.

The program will display the following screen to allow you to choose the area for data entry:

SELECT AREA TO ENTER INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose number 3. The selected area uses the database SUBFILE.DBF and uses the following indexes:

SUBFILE.NDX REQOFF.NDX INVOICE.NDX

The first data entry screen for the SUBSCRIPTION area will display as follows:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER SUBSCRIPTION DATA ENTRY ROUTINE - PART 1			
TITLE:			
TITLE NUMBER:			
SUBSCRIPTION BEGINNING DATE: / /			
SUBSCRIPTION ENDING DATE: / /			
SOURCE:		PRICE:	0.00 FY FUNDS:
REQ. OFFICE:		INVOICE:	
CHECK ABOVE INFORMATION: TTTT		CONTINUED NEXT SCREEN	

Enter the following information:

- a. TITLE - a 50 character alphanumeric field. Enter the title of the subscription.
- b. TITLE NUMBER - a 9 character alphanumeric field. Enter the title number of the subscription.
- c. SUBSCRIPTION BEGINNING DATE - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the subscription begins.
- d. SUBSCRIPTION ENDING DATE - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the subscription begins.
- e. SOURCE - a 18 character alphanumeric field. Enter the source of subscription.
- f. PRICE - a 8 character numeric field with the format 99999.99. Enter the price of the subscription.
- g. FY FUNDS - a 2 character alphanumeric field. Enter the fiscal year date (91, 92, etc.) funds.
- h. REQ. OFFICE - a 10 character alphanumeric field. Enter the requisitioning office name.
- i. INVOICE - a 9 character alphanumeric field. Enter the Invoice number. DO NOT LEAVE THIS FIELD BLANK! (Enter a temporary number if you need to, but don't leave blank.

The field will be used by the editing program to locate the record.)

- j. **CHECK ABOVE INFORMATION** - a data check field which will allow you to use the up/down/left/right cursor arrow keys to move back up through the screen to make changes before saving.

Press Enter at the Check Above Information field. The program will save the information and clear the screen unless you have left the Invoice field blank.

If you left the invoice screen blank, you will be prompted by the program to re-enter it with the following:

PLEASE RE-ENTER THE INVOICE NUMBER -- DO NOT LEAVE BLANK!
INVOICE NUMBER:

Re-enter the invoice number. The program will then store the entered information in the database. The screen will clear.

The second data entry screen for subscriptions will now display:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
SUBSCRIPTION DATA ENTRY SCREEN PART 2

Press CTRL+HOME to enter

INFORMATION:

Press CTRL+W twice to save when done

Press CTRL+HOME to enter the memo field. Enter any additional information pertaining to the SUBSCRIPTION. The field acts like a word processing program with word wrap. All you will need to do is straight typing.

When you have entered information, press CTRL+ W twice to save and to exit from the screen.

The program will then print a listing of the information that was entered (an example is included at the end of this section) and will ask if you want to continue entering information (see below).

EXITING THE PROGRAM

When you are done with entering information in the Subscriptions area and the listing has printed, the screen will clear and the program will ask if you want to continue entering information. The following question will be displayed to the screen:

DO YOU WANT TO CONTINUE ENTERING INFORMATION? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the first selection screen where you can choose the Book Order area or other areas that you want to add information in. Proceed with entering information as described earlier in this text.
- b. Choose N. The screen will clear, the program will exit, and you will be returned to the BOOK ORDER MENU for further menu selections.

SUBSCRIPTION LISTING (for editing)

SUBSCRIPTION TITLE: COMMUNICATIONS BRIEFINGSS

TITLE NUMBER: 141606

SUBSCRIPTION BEGINNING DATE: 03/01/92

SUBSCRIPTION ENDING DATE: 02/28/95

SOURCE: FAXON

PRICE: \$ 187.00

FOR YEAR FUNDS: 92

REQ OFFICE: AMXRM-PAO

INVOICE: 999638

INFORMATION: FAXON INVOICE 999638 DATED 02/24/92 ITEM 3

SUBSCRIPTIONS EDITING PROGRAM

OVERVIEW

The edit program will allow you to edit information that was entered into the Subscriptions database SUBFILE.DBF.

ACCESS AND RUN PROGRAM

Choose 2, Edit BOOK INFORMATION from the BOOK ORDER MENU. The following area selection screen will display:

SELECT AREA TO EDIT INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION --> █

Choose 3. The program will display the Invoice Number entry field as follows:

PLEASE ENTER INVOICE NUMBER: XXXXXXXXXX

Enter the Invoice Number and Press Enter. The program will search the database for a match.

MATCH NOT FOUND

If the program is unable to find a match in the database, the following message will be displayed:

The invoice number XXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the INVOICE NUMBER entry screen. Re-enter the number.
- b. Choose N. The screen will clear and you will be asked if you want to continue editing other records or exit the program.

MATCH FOUND

When the program has located the record in the database, the first edit screen will display:

Num	ExclLock
ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER SUBSCRIPTION EDITING ROUTINE - PART 1	
TITLE: COMMUNICATIONS BRIEFINGS	
TITLE NUMBER: 141606	
SUBSCRIPTION BEGINNING DATE (mm/dd/yy): 03/01/92	
SUBSCRIPTION ENDING DATE (mm/dd/yy): 02/28/95	
SOURCE: FAXON	PRICE: 187.00 FOR YEAR FUNDS: 92
REQ OFFICE: AFORN-PAD	INVOICE: 999638
Press "CTRL+W" at the same time to save changes. Press "ESC" if you do not want to save changes made. Press "CTRL+U" to delete and "CTRL+W" to exit screen.	

Make your editing changes.

- a. To save, press CTRL+W.
- b. To leave screen without saving press ESC.
- c. To mark record for deletion, press CTRL+U. You will see del appear near the top of the screen at the upper right side. This will show that the record is marked for deletion. It will physically be erased when you exit from the program. After pressing CTRL+U to mark the record, press CTRL+W to save and exit the screen.

When you have finished editing information and exited the screen, the second edit screen will display:

Menu Exit/Lock

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
SUBSCRIPTION EDITING SCREEN PART 2

Press **CTRL+HOME** to enter

INFORMATION:

Press **CTRL+W** twice to save when done

- a. Press **CTRL+HOME** to enter the edit screen window. Make your editing changes.
- b. Press **CTRL+W** twice to exit from the window, save changes, and exit from the screen.

When you have exited the screen, the program will ask if you have finished editing the current record. The following will display:

ARE YOU DONE EDITING? (Y/N)

- a. Choose **N** if you are not done editing. You will be returned to the first edit screen with the currently selected record displayed.
- b. Choose **Y** if you are done editing. The screen will clear and you will be given the choice to continue editing other records or exiting the program. The program also prints a listing of the edited data for your information.

EXITING PROGRAM

You will be asked if you want to continue editing other records. The question will display as follows:

DO YOU WANT TO CONTINUE EDITING OTHER RECORDS? (Y/N)

- a. Y will take you back up to the very first editing option screen to allow you to pick the area you want to edit records in. Proceed with editing as described in this text.
- b. N will exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

SUBSCRIPTION LISTING (for editing)

SUBSCRIPTION TITLE: COMMUNICATIONS BRIEFINGSS

TITLE NUMBER: 141606

SUBSCRIPTION BEGINNING DATE: 03/01/92

SUBSCRIPTION ENDING DATE: 02/28/95

SOURCE: FAXON

PRICE: \$ 187.00

FOR YEAR FUNDS: 92

REQ OFFICE: AMXRM-PAO

INVOICE: 999638

INFORMATION: FAXON INVOICE 999638 DATED 02/24/92 ITEM 3

SUBSCRIPTIONS PRINTED REPORT

OVERVIEW

A finished report may be printed for Subscriptions from information stored in the SUBFILE.DBF database. The print program will allow you to generate this report.

ACCESS AND RUN PROGRAM

Choose option 3, Print BOOK ORDER REPORT(S) from the Book Order Menu. The program BOOKPRN.PRG will run.

You will be asked to select the area you want to print reports in. The following selection screen will display:

SELECT AREA TO PRINT REPORTS

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose 3. You will be asked to enter the Invoice Number of the record you want to print. The Invoice Number entry screen will display as follows:

PLEASE ENTER INVOICE NUMBER: XXXXXXXX

Enter the Invoice Number and Press Enter. The screen will clear and the program will search the database for a match.

MATCH NOT FOUND

If a match is not found, the following message will display:

The invoice number XXXXXXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)

- a. Choose Y. You will be returned to the Invoice Number entry field to re-enter the number.
- b. Choose N. You will be asked if you want to continue printing other reports or not. If you do not, you will be exited from the program.

MATCH FOUND

When a match is found the program will print the report. A sample copy of this report is included at the end of this section.

EXITING THE PROGRAM

After the report has printed, the program will ask you the following:

DO YOU WANT TO CONTINUE PRINTING OTHER REPORTS? (Y/N)

- a. Y will return you to the first area selection screen so you may continue printing reports.
- b. N will exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

04/14/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
SUBSCRIPTION REPORT

PAGE NO. 2

SUBSCRIPTION TITLE: COMMUNICATIONS BRIEFINGSS

TITLE NUMBER: 141606

SUBSCRIPTION BEGINNING DATE: 03/01/92

SUBSCRIPTION ENDING DATE: 02/28/95

SOURCE: FAXON

PRICE: \$ 187.00

FOR YEAR FUNDS: 92

REQ OFFICE: AMXRM-PAO

INVOICE: 999638

INFORMATION: FAXON INVOICE 999638 DATED 02/24/92 ITEM 3

DATABASE STRUCTURES & FIELD DEFINITIONS

SUBFILE.DBF

```
. disp stru
Structure for database: F:\TECH\BOOKS\SUBFILE.DBF
Number of data records:      43
Date of last update   : 04/14/92

Field  Field Name  Type      Width  Dec  Index
  1  SUB_TITLE    Character   50           N
  2  TI_NUMBER    Character    9           N
  3  SUB_BEGDAT    Date         8           N
  4  SUB_ENDDAT    Date         8           N
  5  SOURCE        Character   18           N
  6  PRICE          Numeric     8           2  N
  7  FY_FUNDS       Character    2           N
  8  REQ_OFFICE     Character   10           N
  9  INVOICE        Character    9           N
 10  INFO           Memo        10           N
*** Total ***                      133
```

INDEXES

SUBFILE.NDX	(Sub_title)
REQOFF.NDX	(Req_office)
INVOICE.NDX	(Invoice)

FIELD DEFINITIONS

SUB_TITLE	50 character alphanumeric field. Stores the title of the subscription.
TI_NUMBER	9 character alphanumeric field. Stores the title number.
SUB_BEGDAT	8 character date field with format 99/99/99. Stores the date the subscription begins.

SUB_ENDDAT	8 character date field with format 99/99/99. Stores the date the subscription ends.
SOURCE	18 character alphanumeric field. Stores the source of the subscription.
PRICE	8 character numeric field with format 99/99/99. Stores the price of the subscription.
FY_FUNDS	2 character alphanumeric field. Stores the fiscal year fund abbreviated date (91, 92).
REQ_OFFICE	10 character alphanumeric field. Stores the requisitioning office.
INVOICE	9 character alphanumeric field. Stores the invoice number.
INFO	Memo field. Stores any additional information.

TECHNICAL REPORTS DATA ENTRY PROGRAM

OVERVIEW

The data entry program will allow you to enter information pertaining to the Technical Reports area.

ACCESS AND RUN PROGRAM

Select option 1, Enter BOOK INFORMATION from the BOOK ORDER MENU. The program BOOKENT.PRG will run.

The program will display the following screen to allow you to choose the area for data entry:

SELECT AREA TO ENTER INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose number 4. The selected area uses the database NTISORDE.DBF and the following indexes:

NTISORDE.NDX	TITLE.NDX	DATAORD.NDX
NTIORD.NDX	AGENCY.NDX	

The TECHNICAL REPORTS area data entry screen will display as follows:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER	
TECHNICAL DOCUMENTS DATA ENTRY ROUTINE	
DOCUMENT NUMBER:	
TITLE:	
DATE ORDERED: / /	DATE RECEIVED: / /
ORDERED FOR:	
DATE ORDER NUMBER:	PRICE: 0.00
CONTROL NUMBER:	AGENCY NUMBER:
CHECK ABOVE INFORMATION: ????	

DO NOT LEAVE BLANK

Enter the following information:

- a. DOCUMENT NUMBER - a 15 character alphanumeric field. Enter the document number of the report. **DO NOT LEAVE BLANK!** (Enter a temporary number if you have to, but don't leave blank - the editing program will locate the record by this number.)
- b. TITLE - a 45 character alphanumeric field. Enter the title of the report.
- c. DATE ORDERED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the report is ordered.
- d. DATE RECEIVED - a 8 character date field with the format 99/99/99 (month, day, year). Enter the date the report is received.
- e. ORDERED FOR - a 20 character alphanumeric field. Enter name of person report ordered for.
- f. DATE ORDER NUMBER - a 15 character alphanumeric field. Enter the date order number.
- g. PRICE - a 6 character numeric field with the format 999.99. Enter the price of the report.
- h. CONTROL NUMBER - a 11 character alphanumeric field. Enter the control number.

- i. AGENCY NUMBER - a 20 character alphanumeric field. Enter the agency number.
- j. CHECK ABOVE INFORMATION - a data check field which will allow you to use the up/down/left/right cursor arrow keys to move back up through the screen to make changes before saving.

Press Enter at the Check Above Information field. The screen will clear and the information that you entered will be stored in the database unless you have left the DOCUMENT NUMBER field blank.

If you leave the Document Number field blank, the program will continually prompt you to re-enter it as follows:

PLEASE RE-ENTER THE DOCUMENT NUMBER -- DO NOT LEAVE BLANK!
DOCUMENT NUMBER:

Re-enter the document number. The program will save the information and allow you to leave the data entry area.

The program will then print a listing of the information that was entered (an example is included at the end of this section) and will ask if you want to continue entering information (see below).

EXITING THE PROGRAM

When you are done with entering information in the Technical Reports area and the listing has printed, the screen will clear and the program will ask if you want to continue entering information. The following question will be displayed to the screen:

DO YOU WANT TO CONTINUE ENTERING INFORMATION? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the first selection screen where you can choose the Book Order area or other areas that you want to add information in. Proceed with entering information as described earlier in this text.
- b. Choose N. The screen will clear, the program will exit, and you will be returned to the BOOK ORDER MENU for further menu selections.

TECHNICAL DOCUMENTS LISTING (for editing)

DOCUMENT NUMBER: AD A116650

TITLE: ENV RISK ASSESS FOR 4 MUNITIONS..SAVANNA AD

DATE ORDERED: 12/23/91

DATE RECEIVED: / /

ORDERED FOR: DPRA/RUBY

DATE ORDER NUMBER:

PRICE: \$ 0.00

CONTROL NUMBER:

AGENCY NUMBER:

TECHNICAL REPORTS EDITING PROGRAM

OVERVIEW

The edit program will allow you to edit information that was entered into the Technical Reports database NTISORDE.DBF.

ACCESS AND RUN PROGRAM

Choose 2, Edit BOOK INFORMATION from the BOOK ORDER MENU. The following area selection screen will display:

SELECT AREA TO EDIT INFORMATION

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION --> █

Choose 4. The program will display the Document Number entry field as follows:

PLEASE ENTER DOCUMENT NUMBER: XXXX

Enter the Document Number and Press Enter. The screen will clear and the program will search the database for a match of the entered Document Number.

MATCH NOT FOUND

If the program is unable to find a match in the database, the following message will be displayed:

The document number XXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)

- a. Choose Y. The screen will clear and you will be returned to the DOCUMENT NUMBER entry screen. Re-enter the number.
- b. Choose N. The screen will clear and you will be asked if you want to continue editing other records or exit the program.

MATCH FOUND

When the program has located the record in the database, the following edit screen will display:

Num	Exc/Lock
ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER TECHNICAL DOCUMENTS EDITING ROUTINE	
DOCUMENT NUMBER: PB 92-00031	
TITLE: MESH	
ORDERED DATE (mm/dd/yy): 02/20/92 RECEIVED DATE (mm/dd/yy): 02/25/92	
ORDERED FOR: JUDY	
DATE ORDER NUMBER:	PRICE: 40.00
CONTROL NUMBER: 205130186	AGENCY NUMBER:
Press "CTRL+W" at the same time to save changes. Press "ESC" if you do not want to save changes made. Press "CTRL+U" to delete and "CTRL+W" to exit screen.	

Make your editing changes.

- a. To save, press CTRL+W.
- b. To leave screen without saving press ESC.
- c. To mark record for deletion, press CTRL+U. You will see del appear near the top of the screen at the upper right side. This will show that the record is marked for deletion. It will physically be erased when you exit from the program. After pressing CTRL+U to mark the record, press CTRL+W to save and exit the screen.

When you have exited the screen, the program will ask if you have finished editing the current record. The following will display:

ARE YOU DONE EDITING? (Y/N)

- a. Choose N if you are not done editing. You will be returned to the edit screen with the currently selected record displayed.
- b. Choose Y if you are done editing. The screen will clear and you will be given the choice to continue editing other records or exiting the program. The program also prints a listing of the edited data for your information (an example is included at the end of this section).

EXITING THE PROGRAM

You will be asked if you want to continue editing other records. The question will display as follows:

DO YOU WANT TO CONTINUE EDITING OTHER RECORDS? (Y/N)

- a. Y will take you back up to the very first editing option screen to allow you to pick the area you want to edit records in. Proceed with editing as described in this text.
- b. N will exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

TECHNICAL DOCUMENTS LISTING (for editing)

DOCUMENT NUMBER: PB 92-00031

TITLE: MESH

DATE ORDERED: 02/20/92

DATE RECEIVED: 02/26/92

ORDERED FOR: JUDY

DATE ORDER NUMBER:

PRICE: \$ 40.00

CONTROL NUMBER: 205130186

AGENCY NUMBER:

TECHNICAL REPORTS PRINTED REPORT

OVERVIEW

A finished report may be printed for Technical Reports from information stored in the NTISORDE.DBF database. The print program will allow you to generate this report.

ACCESS AND RUN PROGRAM

Choose option 3, Print BOOK ORDER REPORT(S) from the Book Order Menu. The program BOOKPRN.PRG will run.

You will be asked to select the area you want to print reports in. The following selection screen will display:

SELECT AREA TO PRINT REPORTS

1. BOOK ORDERS
2. GOV'T DOCUMENTS (NON-TECHNICAL)
3. SUBSCRIPTIONS
4. TECHNICAL DOCUMENTS

SELECT OPTION —>

Choose 4. You will be asked to enter the Document Number of the record you want to print. The Document Number entry screen will display as follows:

PLEASE ENTER DOCUMENT NUMBER: XXXXXXXXXXXXX

Enter the Document Number and Press Enter. The screen will clear and the program will search the database for a match.

MATCH NOT FOUND

If a match is not found, the following message will display:

**The document number XXXXXXXXXXXX was NOT FOUND.
Do you want to re-enter the number? (Y/N)**

- a. Choose Y. You will be returned to the Document Number entry field to re-enter the number.
- b. Choose N. You will be asked if you want to continue printing other reports or not. If you do not, you will be exited from the program.

MATCH FOUND

When a match is found the program will print the report. A sample copy of this report is included at the end of this section.

EXITING THE PROGRAM

After the report has printed, the program will ask you the following:

DO YOU WANT TO CONTINUE PRINTING OTHER REPORTS? (Y/N)

- a. Y will return you to the first area selection screen so you may continue printing reports.
- b. N will be exit you from the program and return you to the BOOK ORDER MENU for further menu selections.

04/14/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
TECHNICAL DOCUMENTS REPORT

PAGE NO. 3

DOCUMENT NUMBER: PB 92-00031

TITLE: MESH

DATE ORDERED: 02/20/92

DATE RECEIVED: 02/26/92

ORDERED FOR: JUDY

DATE ORDER NUMBER:

PRICE: \$ 40.00

CONTROL NUMBER: 205130186

AGENCY NUMBER:

DATABASE STRUCTURES & FIELD DEFINITIONS

NTISORDE.DBF

```

. disp stru
Structure for database: F:\TECH\BOOKS\NTISORDE.DBF
Number of data records:      24
Date of last update   : 04/14/92

Field  Field Name  Type      Width  Dec  Index
-----
1  DOC_NUMBER  Character   15
2  TITLE       Character   45
3  ORDERED     Date        8
4  RECEIVED    Date        8
5  ORDEREDFOR  Character   20
6  DATE_ORDNO  Character   15
7  PRICE       Numeric      6      2
8  CONTROLNUM  Character   11
9  AGENCYNUM   Character   20

*** Total ***                149
    
```

INDEXES

NTISORDE.NDX	(Doc number)
TITLE.NDX	(Title)
DATEORD.NDX	(Ordered)
NTIORD.NDX	(Orderedfor)
AGENCY.NDX	(Agencynum)

FIELD DEFINITIONS

DOC_NUMBER	15 character alphanumeric field. Stores the document number.
TITLE	45 character alphanumeric field. Stores the title of the document.
ORDERED	8 character date field with format 99/99/99. Stores the date document ordered.

RECEIVED	8 character date field with format 99/99/99. Stores the date document received.
ORDEREDFOR	20 character alphanumeric field. Stores the name of person document ordered for.
DATE_ORDNO	15 character alphanumeric field. Stores the date order number.
PRICE	6 character numeric field. Stores the price of the document.
CONTOLNUM	11 character alphanumeric field. Stores the control number.
AGENCYNUM	20 character alphanumeric field. Stores the agency number.

INTER LIBRARY LOAN MENU

OVERVIEW

The INTER LIBRARY LOAN MENU creates a menu screen that will allow you to select options to enter, edit, or print INTER LIBRARY LOAN information.

ACCESS THE MENU

Select Option 2, INTER LIBRARY LOAN MENU from the BOOK ORDER/INTER LIBRARY LOAN MENU. The program ILLMENU.PRG will run.

MENU SCREEN

The program will display the menu screen as follows:

ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER INTER LIBRARY LOAN MENU
1> Enter ILL INFORMATION 2> Edit ILL INFORMATION 3> Print ILL REPORT E> EXIT DBASE R> RETURN TO MAIN MENU
ENTER YOUR OPTION —>

Option 1. Enter ILL INFORMATION will run the data entry program allowing information to be entered in the Inter Library Loan database.

Option 2. Edit ILL INFORMATION will run the edit program allowing information stored in the Inter Library Loan database to be edited.

Option 3. PRINT ILL REPORT will run the print program that will generate a printed report for selected information in the Inter Library Loan database.

Option E. EXIT dBASE will leave the menu and quit from dBASE IV.

Option R. RETURN TO MAIN MENU will exit from the current menu and return to the calling menu.

INTER LIBRARY LOAN DATA ENTRY PROGRAM

OVERVIEW

The data entry program will allow you to enter information pertaining to Inter Library Loans.

ACCESS PROGRAM

Select Option 1, Enter ILL INFORMATION from the Inter Library Loan Menu.

RUN PROGRAM

The program ILLENT.PRG will run. The program uses the database ILLFILE.DBF. The indexes are listed below:

BORROW.NDX	OFFICE.NDX	AUTHART.NDX
MONOGR.NDX	JOURNAL.NDX	NTIC.NDX
SOURCE1.NDX	SOURCE2.NDX	REPORT.NDX
ILLUSE.NDX		

The program will display the data entry screen as follows:

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER	
INTER LIBRARY LOAN DATA ENTRY ROUTINE	
BORROWER:	OFFICE:
ARTICLE TITLE:	
AUTHOR:	
MONOGR:	
JOURNAL TITLE:	PAGES YR:
NTIS NUMBER:	
SOURCE 1:	SOURCE 2:
DATE ORDERED: / /	DATE RECEIVED: / /
NOTES:	
REPORT NUMBER:	
USE OF ILL:	
VERIFIED IN:	
CHECK ABOVE INFORMATION: ?????	
DO NOT LEAVE BLANK!	

Enter information in the following fields.

- BORROWER - 20 character alphanumeric field. Enter the name of the person borrowing materials.

- b. OFFICE - 10 character alphanumeric field. Enter the office of the person borrowing materials.
- c. ARTICLE TITLE - 100 character alphanumeric field. Enter the title of the material being borrowed.
- d. AUTHOR - 30 character alphanumeric field. Enter the author's name of material being borrowed.
- e. MONOGR - 60 character alphanumeric field. Enter comments deemed necessary.
- f. JOURNAL TITLE - 15 character alphanumeric field. Enter a title of journal if material borrowed is journal.
- g. PAGES YR - 20 character alphanumeric field. Enter pages information.
- h. NTIS NUMBER - 20 character alphanumeric field. Enter NTIS number.
- i. SOURCE 1 - 15 character alphanumeric field. Enter first source.
- j. SOURCE 2 - 15 character alphanumeric field. Enter second source.
- k. DATE ORDERED - 8 character date field with format 99/99/99. Enter date materials ordered.
- l. DATE RECEIVED - 8 character date field with format 99/99/99. Enter date materials received.
- m. NOTES - 40 character alphanumeric field. Enter any notes.
- n. REPORT NUMBER - 20 character alphanumeric field. Enter report number.
- o. USE OF ILL - 20 character alphanumeric field. Enter use of inter library loan information.
- p. VERIFIED IN - 30 character alphanumeric field. Enter verified in information.

At the CHECK ABOVE INFORMATION field, you have the option of using the up/down/left/right cursor arrows to move back up through the screen to make any changes before saving or to Press Enter to exit from the screen and save the entered information.

When you have pressed enter, the program will save the information to the database unless you have left the BORROWER field blank. If you have, the program will display the following message:

**PLEASE RE-ENTER BORROWER'S NAME -- DO NOT LEAVE BLANK
BORROWER'S NAME:**

You will be continually prompted to enter the Borrower's name until you do so. The program will then save the information entered.

The program will then print a listing of the information that was entered and will then ask if you want to continue entering information.

EXITING THE PROGRAM

When you are done with entering information, the screen will clear and you will be asked if you want to continue entering information. The following question will be displayed to the screen.

DO YOU WANT TO CONTINUE ENTERING INFORMATION? (Y/N)
--

- a. Choose Y. The screen will clear and you will be returned to the data entry screen. Enter information as described in this text.
- b. Choose N. The screen will clear, the program will exit, and you will be returned to the Inter Library Loan Menu for further menu selections.

INTER LIBRARY LOAN EDITING PROGRAM

OVERVIEW

The edit program will allow you to make changes to information that has been entered into the Inter Library Loan database ILLFILE.DBF. The indexes are listed below:

BORROW.NDX
MONOGR.NDX
SOURCE1.NDX
ILLUSE.NDX

OFFICE.NDX
JOURNAL.NDX
SOURCE2.NDX

AUTHART.NDX
NTIC.NDX
REPORT.NDX

EDIT INFORMATION

Choose 2, Edit ILL INFORMATION from the Inter Library Loan menu. You will be asked to enter the BORROWER'S NAME as follows:

ENTER BORROWER'S NAME: XXXXX XXXXXX

Enter the borrower's name and Press Enter. The program will search the database for a match.

MATCH NOT FOUND

If a match is not found, the following message and question will be displayed:

The borrower's name XXXXX XXXXXX was NOT FOUND.
Do you want to re-enter the name? (Y/N)

- a. Choose Y. You will be returned to the Borrower's Name entry screen to re-enter the name.
- b. Choose N. You will be asked if you want to continue editing records. You may either choose Y and enter a new Borrower's name or N and exit the program.

MATCH FOUND

When a match is found, the program will display the edit screen as follows:

Ins Num Esc/Lock
ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
INTER LIBRARY LOAN DATA EDITING ROUTINE

BORROWER: DAVID MAY OFFICE: APOOH-LS
ARTICLE TITLE: SEPARATION OF THIOGLYCOL POLYETHERS AND RELATED COMPOUNDS BY
 REVERSED-PHASE HIGH PERFORMANCE...
AUTHOR: BOSTER, DE
NUMBER:
JOURNAL TITLE: J CHROMATOGRAPH PAGES YR: 461:293-303, 1989
NTIS NUMBER:
SOURCE 1: EPA HQ LIBRARY SOURCE 2:
DATE ORDERED (mm/dd/yy): 09/27/91 DATE RECEIVED (mm/dd/yy): 10/03/91
NOTES: DIALOG CA 111024255
REPORT NUMBER:
USE OF ILL: RESEARCH
VERIFIED IN:

Press "CTRL+W" at the same time to save changes.
Press "ESC" if you do not want to save changes made.
Press "CTRL+U" to delete and "CTRL+W" to exit screen.

Make your editing changes and then do of the following:

- a. Press CTRL+W to save changes made. This will also exit you from the screen.
- b. Press ESC to leave screen without saving changes.
- c. Press CTRL+U to mark record for deletion (it will be removed when you exit the program) and then CTRL+W to save change and exit screen.

The program will then ask if you are done with your edit displayed as follows:

ARE YOU DONE EDITING? (Y/N)

- a. Choose N if you are not done editing. You will be returned to the currently selected record to continue with your edit.
- b. Choose Y if you are done editing. The screen will clear, the program will print a listing (an example is included at the end of this chapter) and you will be asked if you want to continue editing other records. If you choose Y, you will be returned to the very first BORROWER'S NAME entry field to enter the name of the borrower for the next record to edit. If you choose N, you will be exited from the program.

EXITING THE PROGRAM

When you are finished with your edits, the program will ask you the following:

DO YOU WANT TO CONTINUE EDITING OTHER RECORDS? (Y/N)
--

- a. Choose **Y** if you do want to edit other records. The screen will clear and you will be returned to the BORROWER'S NAME entry screen to enter a new name.
- b. Choose **N** if you do not want to edit other records. The screen will clear, the program will exit, and you will be returned to the Inter Library Loan Menu for further menu selections.

INTER LIBRARY LOAN LISTING (for editing)

BORROWER: SCOTT DAVID

OFFICE: DPRA

**ARTICLE TITLE: LABORATORY STUDY OF THE RELEASE OF PESTICIDES AND PCB
MATERIALS TO THE WATER COLUMN DURING...**

ARTICLE AUTHOR: USA COE/WES

JOURNAL TITLE:

PAGES YR: 1975

NTIS NUMBER:

SOURCE 1: USA COE/WES

SOURCE 2:

DATE ORDERED: 09/23/91

DATE RECEIVED: 10/06/91

NOTES: COPIED AND RETURNED TO COE/WES

REPORT NUMBER: AD-A026-685

USE OF ILL: ADMIN RECORD

VERIFIED IN:

INTER LIBRARY LOAN PRINTED REPORT

OVERVIEW

A finished report for a selected borrower may be printed.

PRINT REPORT

Choose 3, Print ILL REPORT. The program will ask you to enter the BORROWER'S NAME and the DATE ORDERED for the report you would like to have printed. The following will display:

**ENTER BORROWER'S NAME: XXXX XXXXX
ENTER DATE ORDERED: XX/XX/XX**

Enter the Borrower's Name and the Date Ordered and Press Enter. The program will search the database for a match of the above information.

MATCH NOT FOUND

If a match is not found, the following message will be displayed:

**The borrower's name XXXX XXXXX and the
date ordered XX/XX/XX were NOT FOUND.**

Do you want to re-enter the name and date? (Y/N)

- a. Choose Y if you do want to re-enter the name and date. You will be returned to the Borrower's Name and Date Ordered entry screen to re-enter the date.
- b. Choose N if you do not want to re-enter the name and date. You will be offered the choice of continuing to print other reports or exiting the program.

MATCH FOUND

When a match is found, the program will print the report for the requested Borrower's Name and Date Ordered.

An example of a report is included at the end of this section.

EXITING THE PROGRAM

When the report has printed the program will ask if you want to continue or not as follows:

DO YOU WANT TO CONTINUE PRINTING OTHER REPORTS? (Y/N)

- a. Choose **Y** if you do want to continue printing other reports. You will be returned to the Borrower's Name and Date Ordered entry screen.
- b. Choose **N** if you do not want to continue printing other reports. The screen will clear, the program will exit, and you will be returned to the Inter Library Loan Menu for further menu selections.

04/15/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
INTER LIBRARY LOAN REPORT

PAGE NO. 1

BORROWER: SCOTT DAVID

OFFICE: DPRA

ARTICLE TITLE: LABORATORY STUDY OF THE RELEASE OF PESTICIDES AND PCB
MATERIALS TO THE WATER COLUMN DURING...

ARTICLE AUTHOR: USA COE/WES

JOURNAL TITLE:

PAGES YR: 1975

NTIS NUMBER:

SOURCE 1: USA COE/WES

SOURCE 2:

DATE ORDERED: 09/23/91

DATE RECEIVED: 10/06/91

NOTES: COPIED AND RETURNED TO COE/WES

REPORT NUMBER: AD-A026-685

USE OF ILL: ADMIN RECORD

VERIFIED IN:

04/15/92

ROCKY MOUNTAIN ARSENAL - TECHNICAL INFORMATION CENTER
INTER LIBRARY LOAN REPORT

PAGE NO. 1

BORROWER: SCOTT DAVID

OFFICE: DPRA

ARTICLE TITLE: FYI SUBMISSION NO FYI-OTS-0483-0242. UNPUB INFO ON
THE HEALTH EFFECTS OF FYROL DMMP

ARTICLE AUTHOR: STAUFFER CHEMICAL COMPANY

JOURNAL TITLE:

PAGES YR:

NTIS NUMBER:

SOURCE 1: EPA/FOIA

SOURCE 2:

DATE ORDERED: 10/03/91

DATE RECEIVED: 10/24/91

NOTES: REQUESTED FOIA - MICROFICHE SENT

REPORT NUMBER:

USE OF ILL: ADMIN RECORD

VERIFIED IN:

DATABASE STRUCTURES & FIELD DEFINITIONS

ILLEFILE.DBF

Structure for database: F:\TECH\BOOKS\ILLEFILE.DBF					
Number of data records:		26			
Date of last update		: 04/15/92			
Field	Field Name	Type	Width	Dec	Index
1	BORROWER	Character	20		N
2	OFFICE	Character	10		N
3	TITLE_ART	Character	100		N
4	AUTHOR_ART	Character	30		N
5	MONOGR	Character	60		N
6	JOURNAL_TI	Character	15		N
7	PAGES_YR	Character	20		N
8	NTIS_NUM	Character	20		N
9	SOURCE_1	Character	15		N
10	SOURCE_2	Character	15		N
11	ORDERED	Date	8		N
12	RECEIVED	Date	8		N
13	NOTES	Character	40		N
14	REPORT_NUM	Character	20		N
15	USE_OF_ILL	Character	20		N
16	VERIFIEDIN	Character	30		N
*** Total ***			432		

INDEXES

BORROW.NDX	(Borrower+Ordered)
OFFICE.NDX	(Office)
AUTHOR.NDX	(Author_art)
MONOGR.NDX	(Monogr)
JOURNAL.NDX	(Journal_ti)
NTIS.NDX	(NTIS)
SOURCE1.NDX	(Source_1)
SOURCE2.NDX	(Source_2)
REPORT.NDX	(Report_num)
ILLUSE.NDX	(Use_of_ILL)

FIELD DEFINITIONS

BORROWER	20 character alphanumeric field. Stores name of person borrowing material.
OFFICE	10 character alphanumeric field. Stores name of office of person borrowing material.

TITLE_ART	100 character alphanumeric field. Stores title of article being borrowed.
AUTHOR_ART	30 character alphanumeric field. Stores name of the author of article borrowed.
MONOGR	60 character alphanumeric field. Stores additional information.
JOURNAL_TI	15 character alphanumeric field. Stores name of journal being borrowed.
PAGES_YR	20 character alphanumeric field. Stores pages year.
NTIS_NUM	20 character alphanumeric field. Stores NTIS number.
SOURCE_1	15 character alphanumeric field. Stores first source.
SOURCE_2	15 character alphanumeric field. Stores second source.
ORDERED	8 character date field with format 99/99/99. Stores date ordered.
RECEIVED	8 character date field with format 99/99/99. Stores date received.
NOTES	40 character alphanumeric field. Stores additional notes.
REPORT_NUM	20 character alphanumeric field. Stores report numbers.
USE_OF_ILL	20 character alphanumeric field. Stores the use of inter library loan.
VERIFIEDIN	30 character alphanumeric field. Stores verified in information.



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30
am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP
ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judith Knight

INTER LIBRARY LOAN LISTING (for editing)

BORROWER: G. MOHRMAN

OFFICE: AMXRM-LS

ARTICLE TITLE: CAPILLARY COLUMN ISOBUTANE CHEMICAL-IONIZATION MASS
SPECTROMETRY ...PP 553-564

ARTICLE AUTHOR: D'AGOSTINO, PA

JOURNAL TITLE:

PAGES YR:

NTIS NUMBER:

SOURCE 1:

SOURCE 2:

DATE ORDERED: / /

DATE RECEIVED: / /

NOTES:

*** INTERRUPTED ***

? 'NOTES:',notes

** At line 118 in file entill.prg, procedure ENTILL
 from line 35 in file illmenu.prg, procedure ILLMENU
 from line 38 in file lmenu.prg, procedure LMENU
 from line 51 in file mainmenu.prg, procedure MAINMENU
 from expression evaluation
 from

Cancel

. quit

*** END RUN dBASE IV

INTER LIBRARY LOAN LISTING (for editing)

BORROWER: G. MOHRMAN

OFFICE: AMXRM-LS

ARTICLE TITLE: GAS-CHROMATOGRAPHIC RETENTION INDICES OF SULPHUR VEISCANTS
ANDRELATED COMPOUNDS PP 399-411

ARTICLE AUTHOR: D/AGOSTINO, PA

JOURNAL TITLE: J CHROMATOGR

PAGES YR: 436 (3), 19 FEB 88

NTIS NUMBER:

SOURCE 1:

SOURCE 2:

DATE ORDERED: 04/22/92

DATE RECEIVED: / /

NOTES: SF 162

REPORT NUMBER:

USE OF ILL:

VERIFIED IN:

LIMIT OF CONSTRUCTION FOR R.T.I.C.

W.P.

96

41

OFFICE
12' x 12'

OFFICE
15' x 4'

MAPS

REFERENCE

TABLE

REFERENCE

CD-ROM
10' x 6'

CD-ROM
10' x 6'

CD-ROM
10' x 6'

OPAC
10' x 6'

51

MONOGRAPHS

AND

BACK

FILES

36

OFFICE
11' x 13'

OFFICE
11' x 13'

OFFICE
11' x 13'

FLR. TO CEILING
FIXED PARTITION (typ.)

OFFICE
11' x 13'

OFFICE
11' x 13'

OFFICE
11' x 12'

OPEN

SECY.

DUTCH
DOOR

CIRCULATION

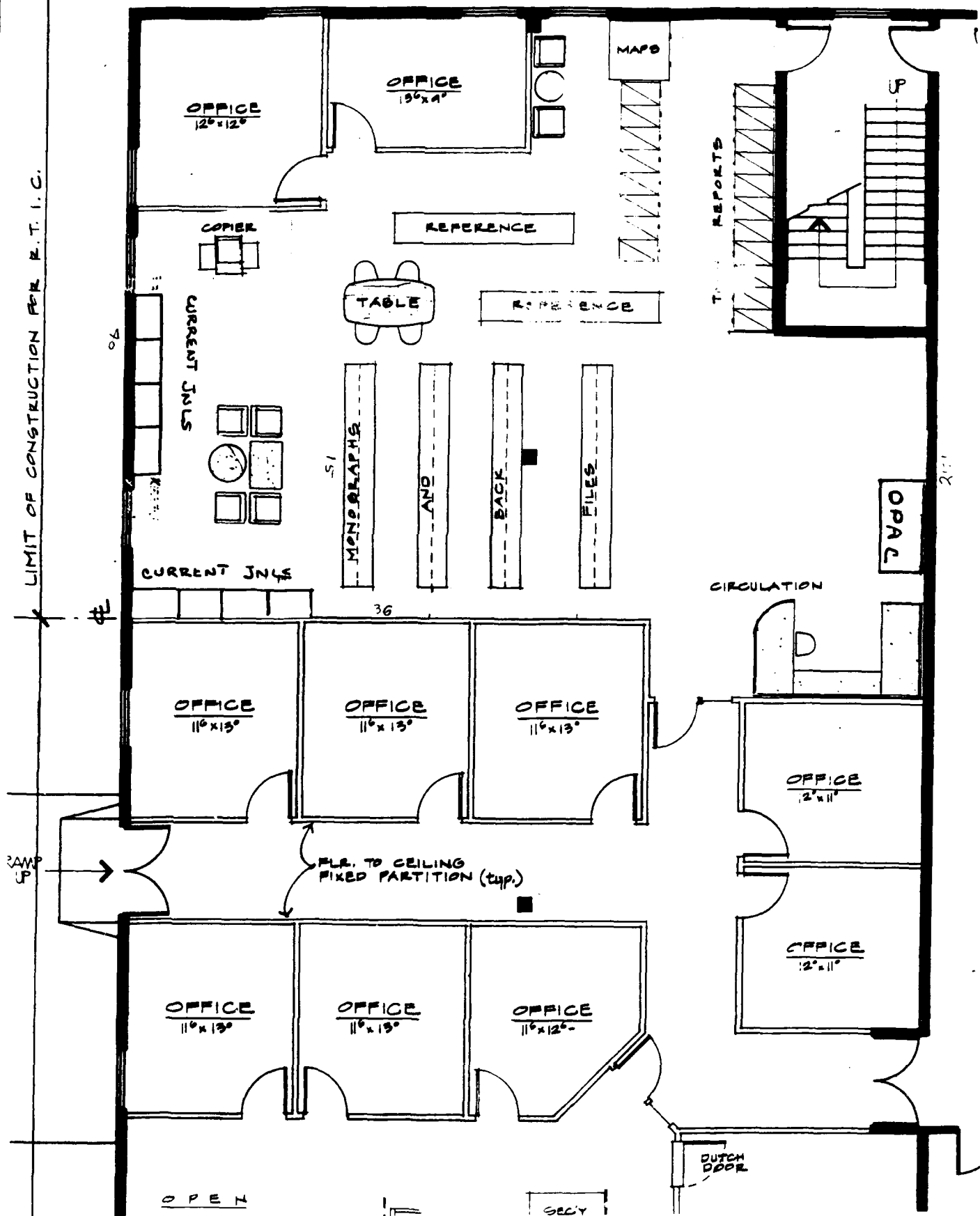
COPIER

CURRENT
JOURNALS

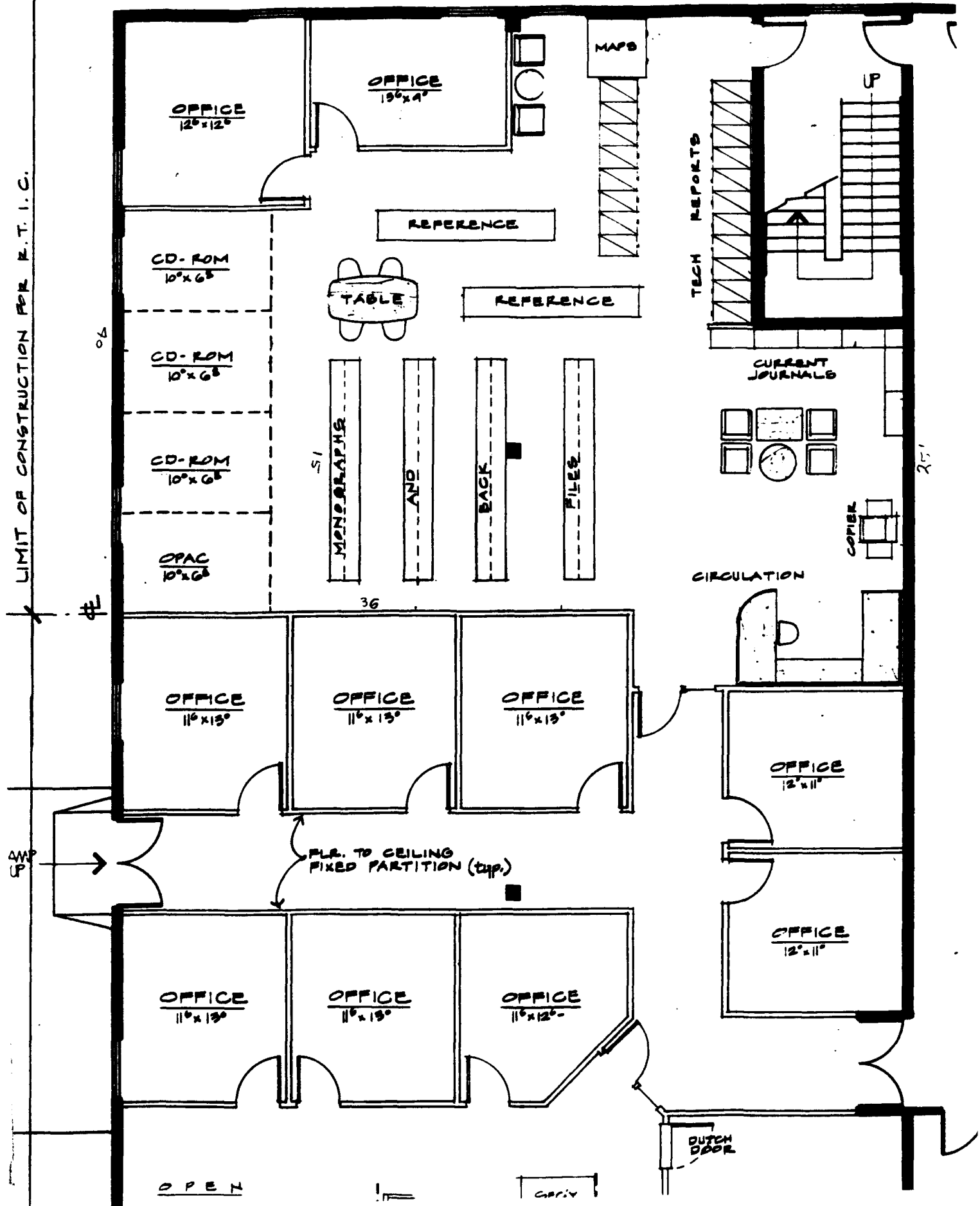
TECH REPORTS

211

LIMIT OF CONSTRUCTION FOR R.T.I.C.

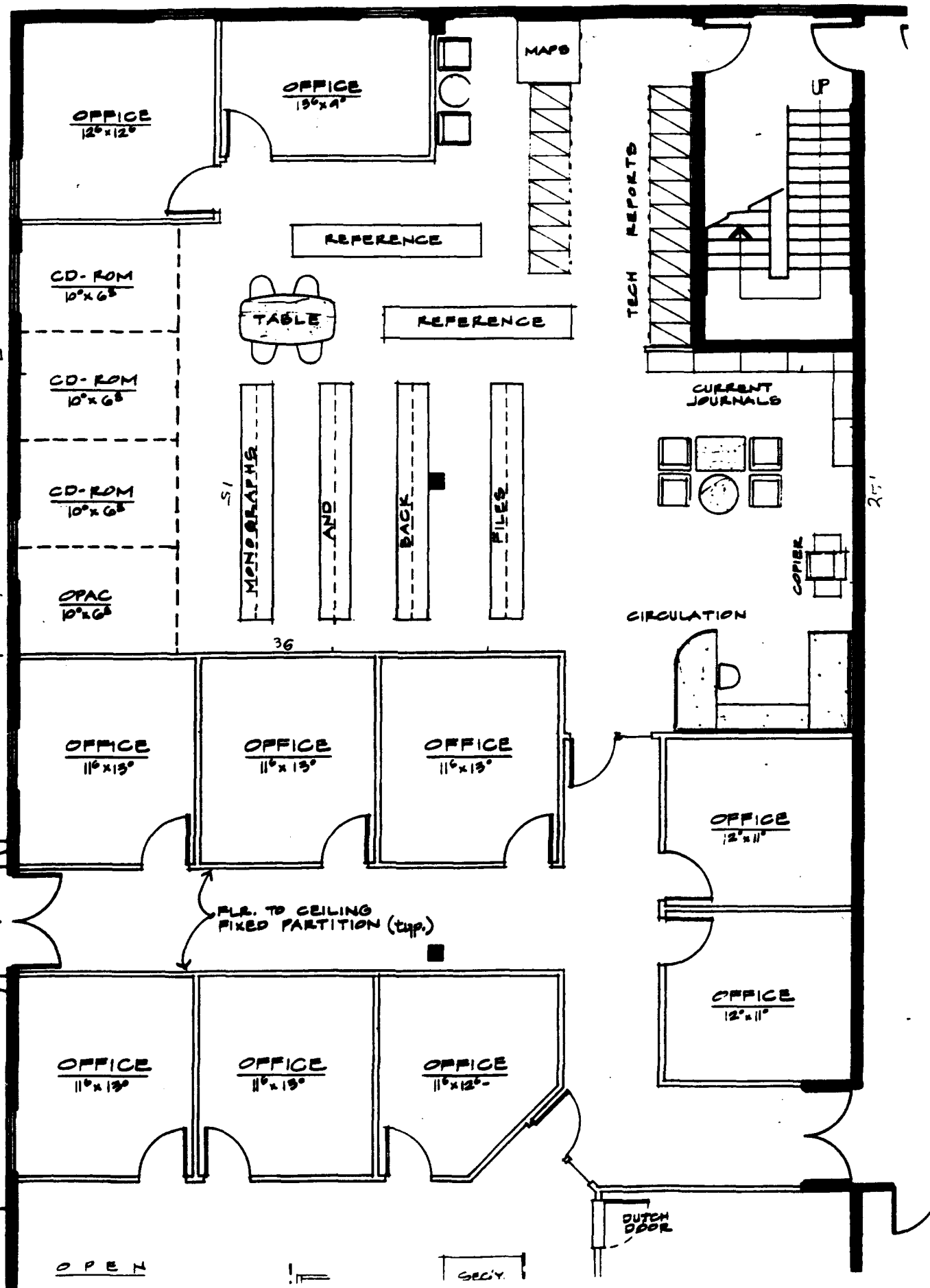


LIMIT OF CONSTRUCTION FOR R.T.I.C.



LIMIT OF CONSTRUCTION FOR R.T.I.C.

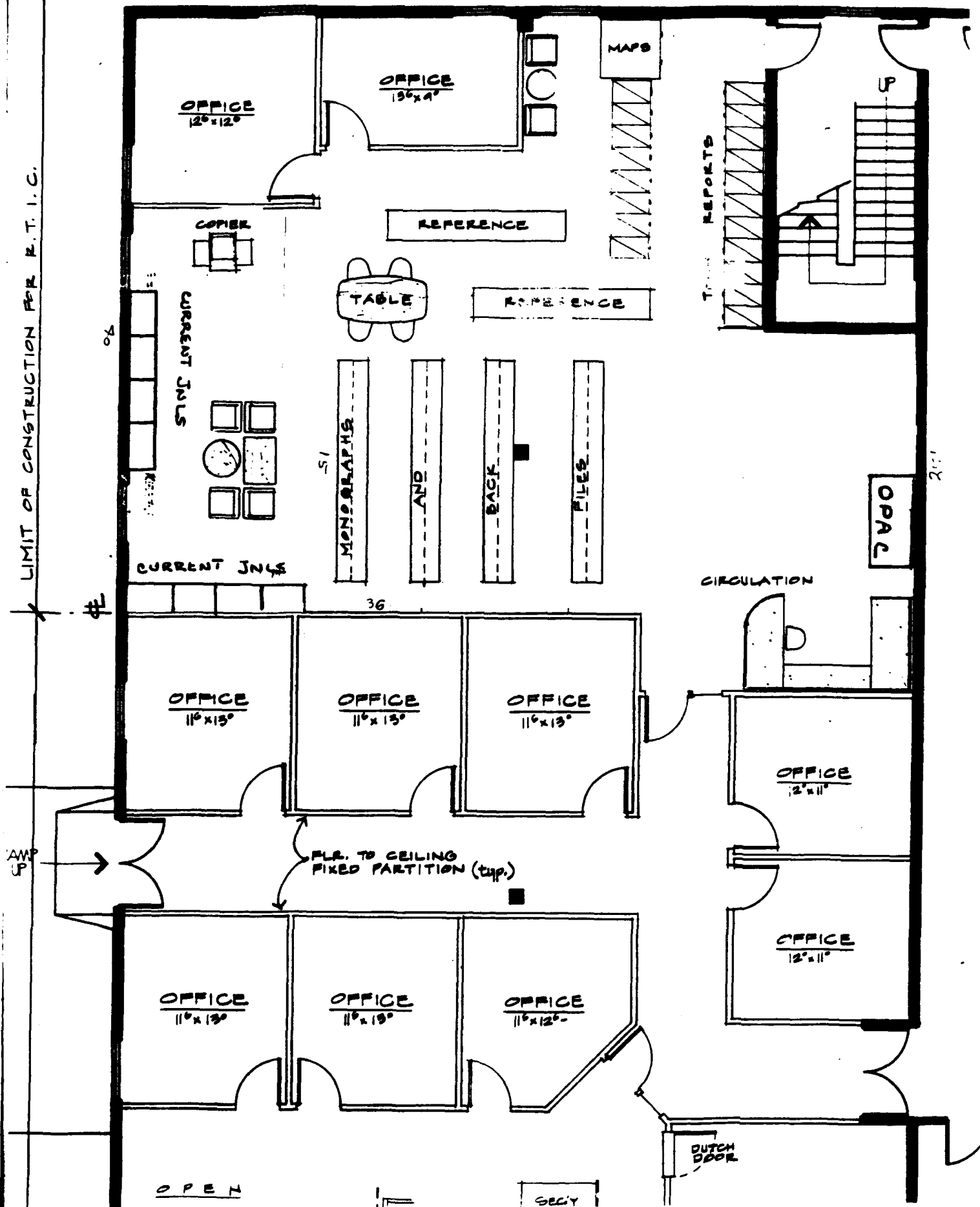
AMP
UP

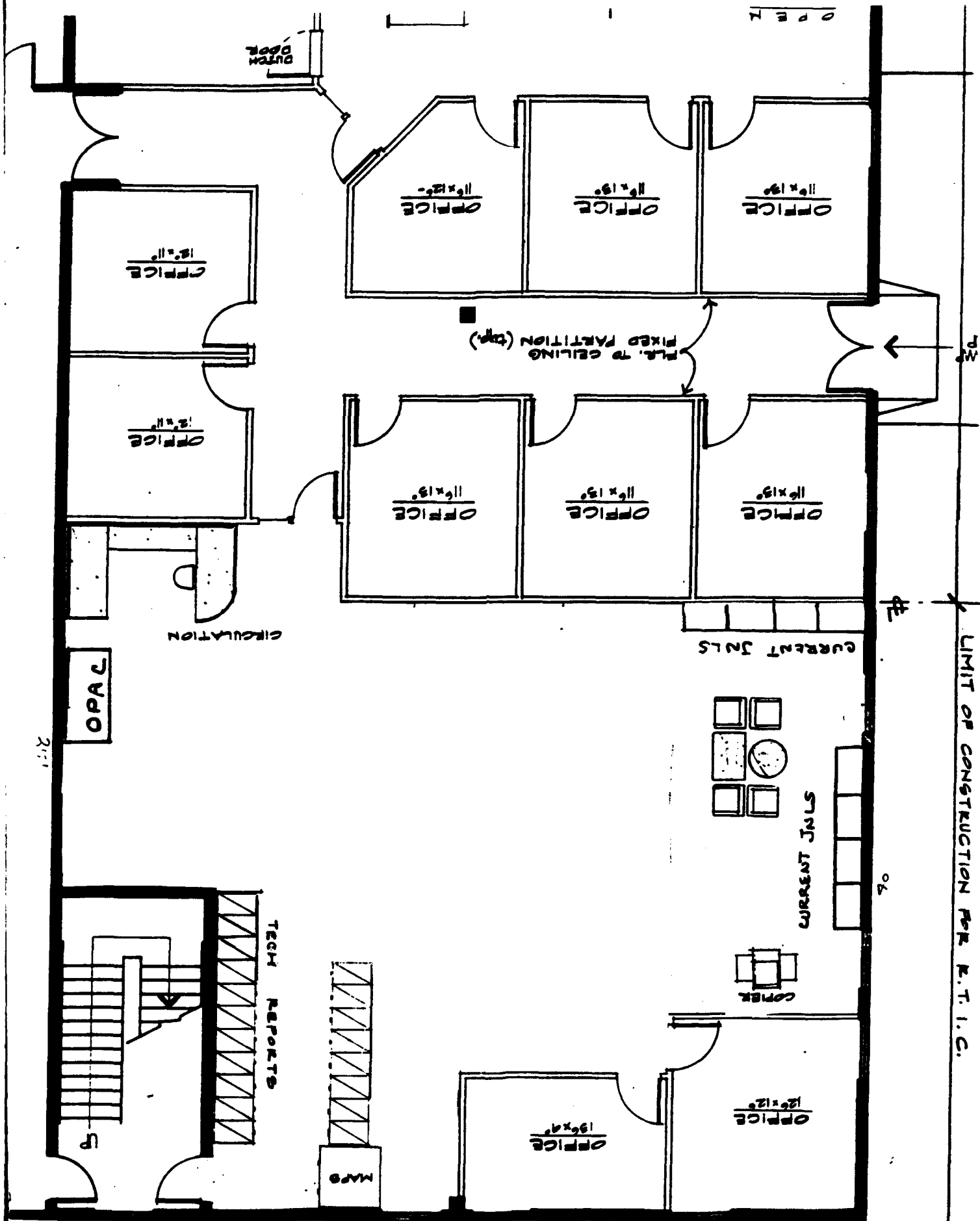


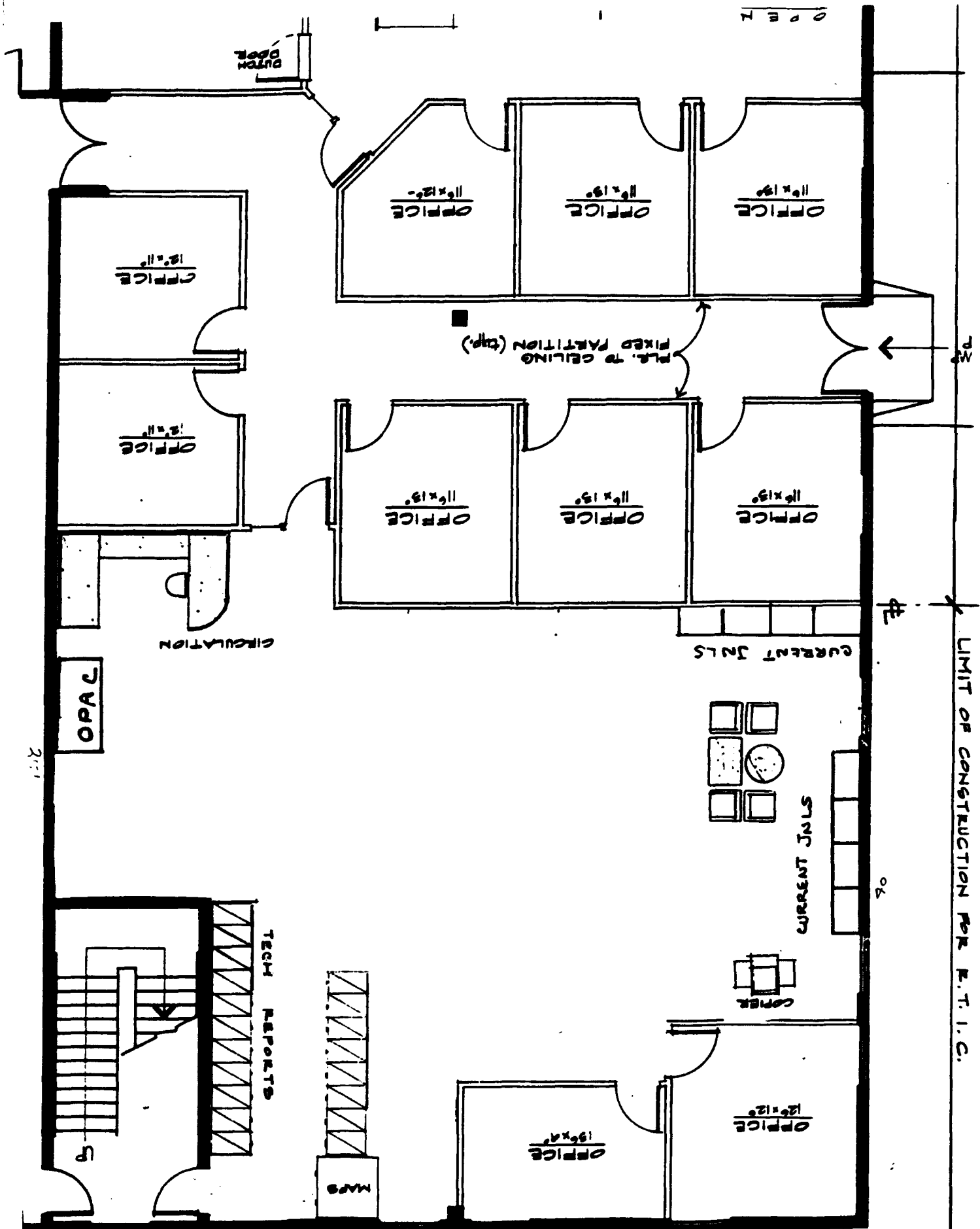
LIMIT OF CONSTRUCTION FOR E.T. 1. C.



LIMIT OF CONSTRUCTION FOR R.T.I.C.







RTIC STATISTICS SHEET

DATE _____
SUBMITTED BY _____

1. ATTENDANCE

GU _____ AU _____

CU _____ DU _____

2. CIRCULATION

CIO _____ CID _____ CIA _____

CEO _____ CED _____ CEA _____

RNAO _____ RNAD _____

DE _____

3. INFORMATION REQUESTS

___ ID _____

___ IA _____

___ IO _____

4. RESEARCH QUESTIONS

___ RD _____

___ RA _____

___ RO _____

5. BIBLIOGRAPHIES

___ BD _____

___ BA _____

___ BO _____

6. FILES ACCESSED

___ OS _____

___ IF _____

___ NF _____

7. SPECIAL PROGRAMS

IP _____

TR _____

EP _____

ET _____

8. SELECTIVE DISSEMINATION OF INFORMATION

___ SDI _____

9. NEW DOCUMENTS RECEIVED

SUBM _____

10. SPECIAL PROJECTS

APPENDIX

MEMORANDUM FOR DPRA/Mr. McColloch

April 28, 1992

SUBJECT: Subscription to Order

1. Please order a three year subscription to TOMES PLUS system including the REPRORICK system and a 3 year lease option on a CD-ROM datadrive. The subscription's "ship to" address will be:

**Technical Information Center
AMXRM-IM/J. Knight
Rocky Mountain Arsenal
Commerce City, CO 80022-2180**

The total price of the order (less the Faxon surcharge) is \$9,135.00

2. Please order it from the Faxon Federal Information Services. The Faxon Company can obtain the subscription from:

**Micromedex, Inc.
600 Grant Street
Denver, CO 80203-3527
1-800-525-9083**

**JUDITH A. KNIGHT
Technical Librarian**

cf: AMXRM-I/Ms. Abbott

STATISTICS TO BE REPORTED TO ARMY

PER AR 25-1 WE MUST REPORT LIBRARY STATISTICS ANNUALLY; IT IS A FISCAL YEAR COMPILATION. THE REPORT IS MADE ON DA-5444-R, THE ARMY LIBRARY MANAGEMENT REPORTING SYSTEM. THE REPORT GOES THROUGH COMMAND CHANNELS TO HQ AMC AND MUST BE RECEIVED BY MID-NOVEMBER. THE STATISTICS LISTED BELOW MUST BE REPORTED. ITEMS KEPT ONLY BY AMIRA AND/OR JUDY ARE MARKED WITH AN [A/J].

1. MATERIALS USED IN LIBRARY BUT NOT CHECKED OUT - COUNT EACH INDIVIDUAL ITEM.
2. INFORMATION REQUESTS - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC. RECORD THIS ONLY IF IT IS NOT RECORDED UNDER [PH] OR [ONL]
3. REFERENCE/RESEARCH REQUESTS - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF OUTSIDE DATABASES. THESE DATABASES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. [A/J]
4. BIBLIOGRAPHIES PREPARED - THIS STATISTIC IS DERIVED FROM ON DEMAND DATABASE SEARCHES. STATISTIC WILL BE KEPT WHEN SEARCHING EXTERNAL DATABASES ONLY; AN RTIC CATALOG SEARCH IS COUNTED AS AN INFORMATION REQUEST AND IS GENERATED UNDER THE AUTOMATED STATISTICS KEEPING ELEMENT [ONL]. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 7. [A/J]
5. SELECTIVE DISSEMINATION OF INFORMATION [SDI] - NUMBER OF USERS RECEIVING REGULAR SERVICE [A/J]
6. SPECIAL PROGRAMS PREPARED - RECORD EACH TYPE WITH THE CODE GIVEN. RECORD ONE EACH FOR EACH PERSON [E.G., ORIENTATION TO LIBRARY SERVICES WITH 6 PEOPLE ATTENDING COUNTS AS 6]

[IP] IN-LIBRARY PROGRAMS
[EP] EXTERNAL PROGRAMS
[OB] ORIENTATION BRIEFINGS
[EU] END USER TRAINING FOR OPAC OR CD-ROM SEARCHING

7. BIBLIOGRAPHIC FILES ACCESSED [A/J] - COUNTED IN THE FOLLOWING WAY:

[A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED.

[B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED.

[C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC.

14. BIBLIOGRAPHIES PREPARED * - THIS STATISTIC IS DERIVED FROM DATABASE SEARCHES. STATISTIC WILL BE KEPT FROM EXTERNAL DATABASES ONLY; RTIC CATALOG DATABASES ARE COUNTED IN #12. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 17. [A/J]

15. SELECTIVE DISSEMINATION OF INFORMATION [SDI] * - NUMBER OF USERS RECEIVING REGULAR SERVICE [A/J]

16. SPECIAL PROGRAMS PREPARED * - COUNTED BY SUM OF:

- [A] IN-LIBRARY PROGRAMS
- [B] EXTERNAL PROGRAMS
- [C] ORIENTATION BRIEFINGS
- [D] END USER TRAINING FOR OPAC OR CD-ROM SEARCHING

17. BIBLIOGRAPHIC FILES ACCESSED * [A/J] - COUNTED IN THE FOLLOWING WAY:

[A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED.

[B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED.

[C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC.

5. Bibliographies prepared:

Need: ABP - Amira
JBP - Judy

These will total to BP.

6. Special programs:

Need: IP - in-library programs
EP - externally presented programs
TR - orientations [currently used]
ET - end-user training

These fields will total separately.

7. Bibliographic files accessed:

Need: AOS - one-search [Amira]
JOS - one-search [Judy]
AIF - individual files [Amira]
JIF - individual files [Judy]
ANF - non-bibliographic files [Amira]
JNF - non-bibliographic files [Judy]

These fields will total to BFA.

8. Selective dissemination of information

Need: SDI - this field will total monthly and annually; a daily is not needed although input may be input at any time.

9. OTHER STATS NEEDED

- * Overdue notices generated need to be automatically counted (monthly only)
- * Collection count
 - NEED: Count of total report titles
 - Count of total pieces in reports [volumes, parts, etc.]
 - Count of individual cataloged maps
 - Count of individual cataloged photos
- * Special projects [inc memo field]
- * New document received [SUBM] - retain same field

4. Research questions:

Need: Amira's questions - ARD [DPRA], ARA [Acumenix], ARO [Other]
Quintin's questions - ORD, ORA, ORO
Shenandoah's questions - SRD, SRA, SRO
Judy's questions - JRD, JRA, JRO

These will individually total to RD [ARD + ORD + SRD + JRD], RA [ARA + ORA + SRA + JRA], RO [ARO, ORO, SRO, JRO] in addition they will all total to RO [RD + RA + RO]. Need capability to total OXX + SXX separately.

5. Bibliographies prepared:

Need: Amira's bibs - ABD [DPRA], ABA [Acumenix], ABO [Other]
Judy's bibs - JBD, JBA, JBO

These will total to BD [ABD + JBD], BA [ABA + JBA], and BO [ABO + JBO]; in addition they will total to BP [BD + BA + BO].

6. Special programs:

Need: IP - in-library programs
EP - externally presented programs
TR - orientations [currently used]
ET - end-user training

These fields will total separately.

7. Bibliographic files accessed:

Need: AOS - one-search [Amira]
JOS - one-search [Judy]
AIF - individual files [Amira]
JIF - individual files [Judy]
ANF - non-bibliographic files [Amira]
JNF - non-bibliographic files [Judy]

These fields will total to BFA.

8. Selective dissemination of information

Need: SDI - this field will total monthly and annually, a daily is not needed although input may be input at any time.

9. OTHER STATS NEEDED

- * Overdue notices generated need to be automatically counted (monthly only)
- * Collection count
 - NEED: Count of total report titles
 - Count of total pieces in reports [volumes, parts, etc.]
 - Count of individual cataloged maps
 - Count of individual cataloged photos
- * Special projects [inc memo field]
- * New document received [SUBM] - retain same field

*Do we want
to marry up cost
requests*

CHECKLIST - DOCUMENT RECATALOGING [PUT NOTES ON BACK]

1. RTIC # -

2. DATE OF DOCUMENT - 00/00/00

3. NUMBER OF VOLUMES -

4. NUMBER OF PARTS/VOLUME -

5. NUMBER OF PAGES - CONSECUTIVE SECTIONAL

6. SETS OF DOCUMENT:

ORIGINAL - - PHOTOCOPIED: YES NO

COPIES -

7. OTHER REPORT NUMBERS ON DOCUMENT -

8. CONTRACT NUMBER(S) -

9. NUMBER OF PLATES -

10. NUMBER OF MAPS - PRESENT MISSING

SEPARATE [IN POCKET] -
IN REPORT [FOLD-OUT] -
IN REPORT [NON-FOLDOUT] -

CHECKLIST - DOCUMENT RECATALOGING [PUT NOTES ON BACK]

1. RTIC # -

2. DATE OF DOCUMENT -

00/00/00

3. NUMBER OF VOLUMES -

4. NUMBER OF PARTS/VOLUME -

5. NUMBER OF PAGES -

CONSECUTIVE

SECTIONAL

6. SETS OF DOCUMENT:

ORIGINAL - - PHOTOCOPIED: YES NO

COPIES -

7. OTHER REPORT NUMBERS ON DOCUMENT -

8. CONTRACT NUMBER(S) -

9. NUMBER OF PLATES -

10. NUMBER OF MAPS -

PRESENT

MISSING

SEPARATE [IN POCKET] -
IN REPORT [FOLD-OUT] -
IN REPORT [NON-FOLDOUT] -

9. MISCELLANEOUS STATISTICS.

A. SPECIAL PROJECTS - FOR SHORT TERM PROJECTS THAT ARE DONE ONCE [REGARDLESS OF TIME INVOLVED] AND FINISHED [E.G., SHENANDOAH'S INDEXING OF HISTORY OF ROCKY MOUNTAIN ARSENAL]. COUNT AS ONE EACH AND PROVIDE INFORMATION CONCERNING PROJECT THAT CAN BE ENTERED INTO A MEMO FIELD TO BE EXPANDED AT REPORTING TIME.

YOU RECORD: ASP, QSP, SSP, JSP, AS APPROPRIATE.

B. WE WILL CONTINUE TO REPORT NEW DOCUMENTS RECEIVED.

YOU RECORD: SUBM

THE COMPUTER WILL TOTAL THE STATS.

5. BIBLIOGRAPHIES PREPARED * - THIS STATISTIC IS DERIVED FROM DATABASE SEARCHES. STATISTIC WILL BE KEPT FROM EXTERNAL DATABASES ONLY; RTIC CATALOG DATABASES ARE COUNTED IN AS AN INFORMATION OR REFERENCE REQUEST DEPENDING UPON TIME INVOLVED. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 7.

YOU RECORD: ABP, JBR AS APPROPRIATE

THE COMPUTER WILL SUM INPUT TO BP.

6. SPECIAL PROGRAMS PREPARED * - COUNTED BY SUM OF:

YOU RECORD: IP [IN-LIBRARY PROGRAMS]
EP [EXTERNALLY PRESENTED PROGRAMS]
TR [ORIENTATIONS]
ET [END-USER TRAINING]

THE COMPUTER WILL SUM THESE FIELDS SEPARATELY.

7. BIBLIOGRAPHIC FILES ACCESSED - COUNTED IN THE FOLLOWING WAY: [A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED. [B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED. [C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC.

YOU RECORD: AOS - ONE-SEARCH [AMIRA]
JOS - ONE-SEARCH [JUDY]
AIF - INDIVIDUAL FILES [AMIRA]
JIF - INDIVIDUAL FILES [JUDY]
ANF - NON-BIBLIOGRAPHIC FILES [AMIRA]
JNF - NON-BIBLIOGRAPHIC FILES [JUDY]

THE COMPUTER WILL SUM THESE FIELDS TO BFA.

8. SELECTIVE DISSEMINATION OF INFORMATION.

YOU RECORD: ASDI - AMIRA
JSDI - JUDY

THE COMPUTER WILL SUM THESE FIELDS TO SDI.

STATISTICS TO BE REPORTED TO ARMY

PER AR 25-1 WE MUST REPORT LIBRARY STATISTICS ANNUALLY; IT IS A FISCAL YEAR COMPILATION. THE REPORT IS MADE ON DA-5444-R, THE ARMY LIBRARY MANAGEMENT REPORTING SYSTEM. THE REPORT GOES THROUGH COMMAND CHANNELS TO HQ AMC AND MUST BE RECEIVED BY MID-NOVEMBER. THE STATISTICS LISTED BELOW MUST BE REPORTED. IF A CURRENT ELEMENT CAN BE USED THE CURRENT CODE IS ANNOTATED BESIDE IT. OTHER STATISTICAL ITEMS WILL BE KEPT MANUALLY AND/OR DERIVED FROM OTHER SOURCES. THESE ITEMS ARE MARKED WITH AN *. ITEMS KEPT ONLY BY AMIRA AND/OR JUDY ARE MARKED WITH AN [A/J].

1. ATTENDANCE - [A] DEFINED AS AUTHORIZED USERS PHYSICALLY APPEARING AT THE RTIC FOR ANY LIBRARY RELATED BUSINESS [B] DOES NOT INCLUDE DPA PERSONNEL VISITS UNLESS THEY ARE USING LIBRARY RESOURCES

YOU RECORD: GU [GOVERNMENT USERS]
CU [CONTRACTOR USERS]

THE COMPUTER WILL AUTOMATICALLY TOTAL GU AND CU INTO LU

2. TOTAL CIRCULATION OF MATERIALS - THE COMPUTER WILL SUM ALL INPUT.

YOU RECORD: CI [ITEMS PULLED FOR USE IN LIBRARY, NOT CHECKED OUT]
CE [ITEMS CHECKED OUT]

COMPUTER WILL GENERATE DR [DOCUMENTS RETURNED] FROM YOUR CHECK-IN; THIS STAT DOES NOT HAVE TO BE MANUALLY KEPT.

3. INFORMATION REQUESTS - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC. SOURCE OF REQUEST IS NOT RELEVANT [E.G., WALK-IN, TELEPHONE, LETTER]

YOU RECORD: AI, QI, SI, JI, AS APPROPRIATE [THE FIRST LETTER CORRESPONDS TO AN EMPLOYEE'S FIRST NAME]

THE COMPUTER WILL SUM INPUT.

4. REFERENCE/RESEARCH REQUESTS * - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF EXTERNAL DATABASES. THESE DATABASES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. SOURCE OF REQUEST IS IRRELEVANT.

YOU RECORD: AI, QI, SI, JI, AS APPROPRIATE

THE COMPUTER WILL SUM INPUT.

8. VISUAL INFORMATION (VI) MATERIALS * - COUNT #

- [A] MOTION PICTURES
- [B] AUDIOTAPES/DISCS
- [C] 35MM SLIDE SETS
- [D] FILM STRIPS
- [E] VIDEOTAPES/CASSETTES
- [F] VIDEODISCS
- [G] OTHER

STATISTIC WILL COME FROM VOUCHER REGISTER [J]

9. NONBOOK MATERIAL - COUNTED BY #:

- [A] MAPS
- [B] PICTURES/POSTERS
- [C] VERTICAL FILES

10. TOTAL CIRCULATION OF MATERIALS - COUNTED BY SUM OF THE FOLLOWING CHECKOUTS:

- [A] TECHNICAL REPORTS [EACH VOLUME OF A MULTI-VOLUME SET COUNTS AS ONE, EVEN IF THE RTIC NUMBER IS THE SAME] [CO]
- [B] BOOKS [EACH VOLUME OF A MULTIVOLUME SET COUNTS AS ONE EVEN IF THE CALL NUMBER IS THE SAME] *Change*
- [C] BOUND JOURNAL VOLUMES
- [D] LOOSE JOURNAL ISSUES
- [E] MAPS, ETC.

IN ADDITION, MATERIALS PULLED FOR USE IN THE RTIC ARE TO BE COUNTED AS A CIRCULATION [EACH ITEM]

11. INTERLIBRARY LOANS - COUNTED BY

- [A] MATERIALS REQUESTED BY RTIC FROM OTHER LIBRARIES
- [B] MATERIALS SUPPLIED TO RTIC BY OTHER LIBRARIES
- [C] REQUESTS TO RTIC FOR OUR MATERIALS
- [D] MATERIALS SUPPLIED BY RTIC TO OTHER LIBRARIES

STATISTIC WILL BE DERIVED FROM "ILLFILE" [J]

12. INFORMATION REQUESTS ^(ONLINE) [PH]/* - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC.

13. REFERENCE/RESEARCH REQUESTS * - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF OUTSIDE DATABASES. THESE DATABASES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. [A/J]

VISITORS' LOG

(PLEASE PRINT CLEARLY)

VISITORS' NAME: _____

ORGANIZATIONS' NAME: _____

DATE: ____/____/____

TIME: ____:____

TYPE OF VISIT:

VISIT	CODE	NUMBER
COLLECT DATA	(CDATA)	
DOCUMENT CHECK-OUT	(CO)	
DOCUMENT RETURNED	(DR)	
LIBRARY USE	(LU)	
ON LINE SEARCH	(ONL)	
OTHER	(OTH)	
PHONE REFERENCE	(PH)	
RESEARCH	(RS)	
NEW DOCUMENT RECEIVED	(SUBM)	
TOUR	(TR)	
VISIT	(VIS)	

(PLEASE PRINT CLEARLY)

VISITORS' NAME: _____

ORGANIZATIONS' NAME: _____

DATE: ____/____/____

TIME: ____:____

TYPE OF VISIT:

VISIT	CODE	NUMBER
COLLECT DATA	(CDATA)	
DOCUMENT CHECK-OUT	(CO)	
DOCUMENT RETURNED	(DR)	
LIBRARY USE	(LU)	
ON LINE SEARCH	(ONL)	
OTHER	(OTH)	
PHONE REFERENCE	(PH)	
RESEARCH	(RS)	
NEW DOCUMENT RECEIVED	(SUBM)	
TOUR	(TR)	
VISIT	(VIS)	

14. BIBLIOGRAPHIES PREPARED * - THIS STATISTIC IS DERIVED FROM DATABASE SEARCHES. STATISTIC WILL BE KEPT FROM EXTERNAL DATABASES ONLY; RTIC CATALOG DATABASES ARE COUNTED IN #12. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 17. [A/J]

15. SELECTIVE DISSEMINATION OF INFORMATION [SDI] * - NUMBER OF USERS RECEIVING REGULAR SERVICE [A/J]

16. SPECIAL PROGRAMS PREPARED * - COUNTED BY SUM OF:

- [A] IN-LIBRARY PROGRAMS
- ▷ [B] EXTERNAL PROGRAMS
- [C] ORIENTATION BRIEFINGS
- [D] END USER TRAINING FOR OPAC OR CD-ROM SEARCHING

17. BIBLIOGRAPHIC FILES ACCESSED * [A/J] - COUNTED IN THE FOLLOWING WAY:

[A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED.

[B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED.

[C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC.

8. VISUAL INFORMATION (VI) MATERIALS * - COUNT #

- [A] MOTION PICTURES
- [B] AUDIOTAPES/DISCS
- [C] 35MM SLIDE SETS
- [D] FILM STRIPS
- [E] VIDEOTAPES/CASSETTES
- [F] VIDEODISCS
- [G] OTHER

*Requested
Filled*

STATISTIC WILL COME FROM VOUCHER REGISTER [J]

9. NONBOOK MATERIAL - COUNTED BY #:

- [A] MAPS
- [B] PICTURES/POSTERS
- [C] VERTICAL FILES

10. TOTAL CIRCULATION OF MATERIALS - COUNTED BY SUM OF THE FOLLOWING CHECKOUTS:

- [A] TECHNICAL REPORTS [EACH VOLUME OF A MULTI-VOLUME SET COUNTS AS ONE, EVEN IF THE RTIC NUMBER IS THE SAME] [CO]
- [B] BOOKS [EACH VOLUME OF A MULTIVOLUME SET COUNTS AS ONE EVEN IF THE CALL NUMBER IS THE SAME]
- [C] BOUND JOURNAL VOLUMES
- [D] LOOSE JOURNAL ISSUES
- [E] MAPS, ETC.

IN ADDITION, MATERIALS PULLED FOR USE IN THE RTIC ARE TO BE COUNTED AS A CIRCULATION [EACH ITEM]

11. INTERLIBRARY LOANS - COUNTED BY

- [A] MATERIALS REQUESTED BY RTIC FROM OTHER LIBRARIES
- [B] MATERIALS SUPPLIED TO RTIC BY OTHER LIBRARIES
- [C] REQUESTS TO RTIC FOR OUR MATERIALS
- [D] MATERIALS SUPPLIED BY RTIC TO OTHER LIBRARIES

STATISTIC WILL BE DERIVED FROM "ILLFILE" [J]

12. INFORMATION REQUESTS [PH]/* - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC.

13. REFERENCE/RESEARCH REQUESTS * - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF OUTSIDE DATABASES. THESE DATABASES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. ~~{A/J}~~

STATISTICS TO BE REPORTED TO ARMY

PER AR 25-1 WE MUST REPORT LIBRARY STATISTICS ANNUALLY; IT IS A FISCAL YEAR COMPILATION. THE REPORT IS MADE ON DA-5444-R, THE ARMY LIBRARY MANAGEMENT REPORTING SYSTEM. THE REPORT GOES THROUGH COMMAND CHANNELS TO HQ AMC AND MUST BE RECEIVED BY MID-NOVEMBER. THE STATISTICS LISTED BELOW MUST BE REPORTED. IF A CURRENT ELEMENT CAN BE USED THE CURRENT CODE IS ANNOTATED BESIDE IT. OTHER STATISTICAL ITEMS WILL BE KEPT MANUALLY AND/OR DERIVED FROM OTHER SOURCES. THESE ITEMS ARE MARKED WITH AN *. ITEMS KEPT ONLY BY AMIRA AND/OR JUDY ARE MARKED WITH AN [A/J].

1. ATTENDANCE - [LU]

[A] DEFINED AS AUTHORIZED USERS PHYSICALLY APPEARING AT THE RTIC FOR ANY LIBRARY RELATED BUSINESS

[B] DOES NOT INCLUDE DPA PERSONNEL VISITS UNLESS THEY ARE USING LIBRARY RESOURCES

2. BOOKS * - COUNTED BY:

- [A] SHELF LIST COUNT
- [B] PHYSICAL VOLUMES
- [C] MICROFORM VOLUMES

STATISTIC WILL BE DERIVED FROM VOUCHER REGISTER [J]

3. PERIODICALS * - COUNTED BY:

- [A] NUMBER OF TITLES
- [B] NUMBER OF SUBSCRIPTIONS

STATISTIC WILL BE DERIVED FROM "SUBFILE" [J]

4. BACKFILES * - COUNTED BY:

- [A] HARD COPY VOLUMES [BOUND/UNBOUND]
- [B] MICROFORM VOLUMES

STATISTIC WILL COME FROM VOUCHER REGISTER AND PERIODICAL SHEFLIST [J]

5. SERIALS * - COUNTED BY:

- [A] NUMBER OF TITLES
- [B] NUMBER OF VOLUMES

STATISTIC WILL COME FROM VOUCHER REGISTER AND SHELF LIST [J]

6. LOOSELEAF/UPDATE SERVICES * - COUNTED BY NUMBER OF TITLES [J]

7. TECHNICAL REPORTS - COUNTED BY:

- [A] # OF TITLES
- [B] # OF PHYSICAL REPORTS [INC MULTIPLE COPIES]

STATISTICAL PROGRAM

The following statistical program is required to conform with Army statistical reporting requirements. A separate sheet with definitions of each element will be supplied to employees. The element abbreviation is a suggestion only; I have indicated which field requires a memo field. Statistics are kept for both RTICCAT and FRICCAT. Totals should be programmed for daily, monthly and annually (FY). All fields are character.

1. Attendance [currently LU]

Need GU - government users

Need CU - contractor users

This element should automatically total; LU can be retained for total of two fields.

2. Circulation [currently CO, DR]

Need CI - items pulled for use in library

Need CE - items checked out

Program should automatically total CI + CE; CO can be retained for this purpose.

Retain DR - will total separately from CO

Need RNA - items requested, not available

This will total separately.

3. Information requests:

Need: AI - Amira's requests

QI - Quintin's requests

SI - Shenandoah's requests

JI - Judy's requests

These will total to IR. Need capability to total QI + SI separately.

4. Research questions:

Need: AR - Amira's questions

QR - Quintin's questions

SR - Shenandoah's questions

JR - Judy's questions

These will total to RQ. Need capability to total QI + SI separately.

STATISTICS TO BE REPORTED TO ARMY

PER AR 25-1 WE MUST REPORT LIBRARY STATISTICS ANNUALLY; IT IS A FISCAL YEAR COMPILATION. THE REPORT IS MADE ON DA-5444-R, THE ARMY LIBRARY MANAGEMENT REPORTING SYSTEM. THE REPORT GOES THROUGH COMMAND CHANNELS TO HQ AMC AND MUST BE RECEIVED BY MID-NOVEMBER. THE STATISTICS LISTED BELOW MUST BE REPORTED. ITEMS KEPT ONLY BY AMIRA AND/OR JUDY ARE MARKED WITH AN [A/J].

1. MATERIALS USED IN LIBRARY BUT NOT CHECKED OUT - COUNT EACH INDIVIDUAL ITEM.

2. INFORMATION REQUESTS - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC. RECORD THIS ONLY IF IT IS NOT RECORDED UNDER [PH] OR [ONL]

3. REFERENCE/RESEARCH REQUESTS - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF OUTSIDE DATABASES. THESE DATABASES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. [A/J]

4. BIBLIOGRAPHIES PREPARED - THIS STATISTIC IS DERIVED FROM ON DEMAND DATABASE SEARCHES. STATISTIC WILL BE KEPT WHEN SEARCHING EXTERNAL DATABASES ONLY; AN RTIC CATALOG SEARCH IS COUNTED AS AN INFORMATION REQUEST AND IS GENERATED UNDER THE AUTOMATED STATISTICS KEEPING ELEMENT [ONL]. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 7. [A/J]

5. SELECTIVE DISSEMINATION OF INFORMATION [SDI] - NUMBER OF USERS RECEIVING REGULAR SERVICE [A/J]

6. SPECIAL PROGRAMS PREPARED - RECORD EACH TYPE WITH THE CODE GIVEN. RECORD ONE EACH FOR EACH PERSON [E.G., ORIENTATION TO LIBRARY SERVICES WITH 6 PEOPLE ATTENDING COUNTS AS 6]

[IP] IN-LIBRARY PROGRAMS

[EP] EXTERNAL PROGRAMS

[OB] ORIENTATION BRIEFINGS

[EU] END USER TRAINING FOR OPAC OR CD-ROM SEARCHING

7. BIBLIOGRAPHIC FILES ACCESSED [A/J] - COUNTED IN THE FOLLOWING WAY:

[A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED.

[B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED.

[C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC.



DEPARTMENT OF THE ARMY
PROGRAM MANAGER FOR ROCKY MOUNTAIN ARSENAL
COMMERCE CITY, COLORADO 80022-2180



REPLY TO
ATTENTION GP:

AMXRM-SL (735)

21 April 1992

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Appointment of Transportation Agent

The following individual is appointed as indicated:

FELLOWS, EDITH L., GS-04, Rocky Mountain Arsenal,
Commerce City, CO 80022-2180

Appointed as: Transportation Agent

Authority: AR 55-355

Purpose: To serve as agent to the Transportation Officer
performing travel related duties.

Effective date: 20 April 1992

Period: Indefinite


EUGENE H. BISHOP
Colonel, CM
Program Manager

DISTRIBUTION:

"B"

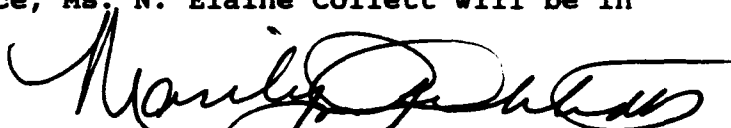
AMXRM-I (340a)

17 April 1992

MEMORANDUM FOR Distribution B

SUBJECT: Delegation of Authority

During the absence of the undersigned 20 April 1992, Ms. Carol Occhionero will be Acting Chief, Technical Information Division. In Ms. Occhionero's absence, Ms. N. Elaine Collett will be in charge.

A handwritten signature in dark ink, appearing to read 'Marilyn R. Abbott', with a large, stylized loop at the end.

MARILYN R. ABBOTT
Chief, Technical Information
Division



NEWS FROM THE RTIC

THE ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER

Volume 1 Number 5

May 1992

REGISTRATION OF USERS

Beginning in May RTIC staff will register library users. We will be prepared for our move into the Administrative Record Facility as we anticipate greater usage once we are more centrally located.

In addition, all RTIC materials will be barcoded for checking out on our automated system. Each RTIC user will be responsible for his/her materials signed out. Key personnel will be identified within contractor companies as those individuals who will assist library staff in retrieving overdue materials.

If you would like to register by using the attached form please complete it and return to:

Technical Information Center
ATTN: AMXRM-IM
Rocky Mountain Arsenal, CO
80022-2180

Registration with us will remain for the life of the contract if you are a contractor. If you are a government employee (military or civilian) your registration is valid until you separate from federal service or have a Permanent Change of Station.

A federal employee (military or civilian) from another post who is on RMA performing work will be asked to register with his servicing library at his normal duty station. Check out of materials will be arranged on an interlibrary loan between RMA and the user's home library.

NEW PUBLICATION

We have begun subscribing to a new loose-leaf service from the Environmental Protection Agency: "Test Methods for Evaluating Solid Waste".

The manual provides "test procedures which may be used to determine whether the waste is a hazardous waste within the definition of Section 3001 of the Resource Conservation and Recovery Act [PL 94-580]."

The service is for library use only but we will be happy to make copies of any information from it that you require.

CURRENT AWARENESS SERVICE

Do you have a need for an ongoing search of the literature for a specific topic? The RTIC librarians can search databases for you on a scheduled basis and help keep you up



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Hamdy, Government Librarian: Judy Knight

in your subject area. We have access to all major databases; there is no cost to you for the service. There is a request form included with this newsletter for access to this service. Current Awareness services are in addition to our customized non-recurring search service. Contact Ms. Handy or Ms. Knight for more information.

SUBSCRIPTION/BOOK ORDERS

Ms. Knight has been authorized as the approval authority for books and for both new requests and subscriptions to be renewed. Please forward such requests to the RTIC.

We are using an intermediary vendor to order subscriptions. The vendor will obtain a common expiration date for a title if possible; ultimately, most subscriptions will expire at the same time.

We are currently subscribing to multiple copies of several titles that are of interest to all employees. After our move to the ARF we will reduce these multiple subscriptions to one copy kept in the RTIC for all employees to use. A photocopy machine will be available in the RTIC for copying library materials.

Exceptions for duplicate subscriptions will be made on a case by case basis. This policy will not effect employees housed away from the main administrative complex.

PARKING LOT CONSTRUCTION

As a reminder, the parking lot behind building 111 is under construction and unavailable for use. The only lot available is east of the new Laboratory Sciences building. RMA security police are ticketing individuals who park illegally. Feel free to telephone us for library services.



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judy Knight

RTIC REGISTRATION

If you would like to register for library privileges you may do so by filling out the following information. Cut out the form and return it to the RTIC. Please print or type all information except for the required signature.

NAME:

INFORMATION REQUIRED FOR GOV'T
EMPLOYEE

OFFICE NAME/OFFICE SYMBOL:

TELEPHONE NUMBER:

INFORMATION REQUIRED FOR CONTRACTOR
PERSONNEL

EMPLOYED BY/ADDRESS/TELEPHONE NUMBER

COMPLETE CONTRACT NUMBER:

CONTRACT EXPIRATION DATE:

COR FOR CONTRACT/TELEPHONE NUMBER:

PRIME CONTRACTOR: ☐ YES ☐ NO

IF SUBCONTRACTOR:

NAME/ADDRESS/POC OF PRIME CONTRACTOR

POC's TELEPHONE NUMBER:

SIGNATURE/DATE



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30
am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP
ASSOCIATES, INC. RTIC Librarian: Amira Nandy, Government Librarian: Judy Knight

in your subject area. We have access to all major databases; there is no cost to you for the service. There is a request form included with this newsletter for access to this service. Current Awareness services are in addition to our customized non-recurring search service. Contact Ms. Handy or Ms. Knight for more information.

SUBSCRIPTION/BOOK ORDERS

Ms. Knight has been authorized as the approval authority for books and for both new requests and subscriptions to be renewed. Please forward such requests to the RTIC.

We are using an intermediary vendor to order subscriptions. The vendor will obtain a common expiration date for a title if possible; ultimately, most subscriptions will expire at the same time.

We are currently subscribing to multiple copies of several titles that are of interest to all employees. After our move to the ARF we will reduce these multiple subscriptions to one copy kept in the RTIC for all employees to use. A photocopy machine will be available in the RTIC for copying library materials.

Exceptions for duplicate subscriptions will be made on a case by case basis. This policy will not effect employees housed away from the main administrative complex.

PARKING LOT CONSTRUCTION

As a reminder, the parking lot behind building 111 is under construction and unavailable for use. The only lot available is east of the new Laboratory Sciences building. RMA security police are ticketing individuals who park illegally. Feel free to telephone us for library services.

RTIC REGISTRATION

If you would like to register for library privileges you may do so by filling out the following information. Cut out the form and return it to the RTIC. Please print or type all information except for the required signature.

NAME:

INFORMATION REQUIRED FOR GOV'T EMPLOYEE

OFFICE NAME/OFFICE SYMBOL:

TELEPHONE NUMBER:

INFORMATION REQUIRED FOR CONTRACTOR PERSONNEL

EMPLOYED BY/ADDRESS/TELEPHONE NUMBER

COMPLETE CONTRACT NUMBER:

CONTRACT EXPIRATION DATE:

COR FOR CONTRACT/TELEPHONE NUMBER:

PRIME CONTRACTOR: ☐ YES ☐ NO

IF SUBCONTRACTOR:
NAME/ADDRESS/POC OF PRIME CONTRACTOR

POC's TELEPHONE NUMBER:

SIGNATURE/DATE



ROCKY MOUNTAIN ARSENAL "TECHNICAL" INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judy Knight



NEWS FROM THE RTIC

THE ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER

Volume 1 Number 5

May 1992

REGISTRATION OF USERS

Beginning in May RTIC staff will register library users. We will be prepared for our move into the Administrative Record Facility as we anticipate greater usage once we are more centrally located.

In addition, all RTIC materials will be barcoded for checking out on our automated system. Each RTIC user will be responsible for his/her materials signed out. Key personnel will be identified within contractor companies as those individuals who will assist library staff in retrieving overdue materials.

If you would like to register by using the attached form please complete it and return to:

Technical Information Center
ATTN: AMXRM-IM
Rocky Mountain Arsenal, CO
80022-2180

Registration with us will remain for the life of the contract if you are a contractor. If you are a government employee (military or civilian) your registration is valid until you separate from federal service or have a Permanent Change of Station.

A federal employee (military or civilian) from another post who is on RMA performing work will be asked to register with his servicing library at his normal duty station. Check out of materials will be arranged on an interlibrary loan between RMA and the user's home library.

NEW PUBLICATION

We have begun subscribing to a new loose-leaf service from the Environmental Protection Agency: "Test Methods for Evaluating Solid Waste".

The manual provides "test procedures which may be used to determine whether the waste is a hazardous waste within the definition of Section 3001 of the Resource Conservation and Recovery Act [PL 94-580]."

The service is for library use only but we will be happy to make copies of any information from it that you require.

CURRENT AWARENESS SERVICE

Do you have a need for an ongoing search of the literature for a specific topic? The RTIC librarians can search databases for you on a scheduled basis and help keep you up



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Hamdy, Government Librarian: Judy Knight

in your subject area. We have access to all major databases; there is no cost to you for the service. There is a request form included with this newsletter for access to this service. Current Awareness services are in addition to our customized non-recurring search service. Contact Ms. Handy or Ms. Knight for more information.

SUBSCRIPTION/BOOK ORDERS

Ms. Knight has been authorized as the approval authority for books and for both new requests and subscriptions to be renewed. Please forward such requests to the RTIC.

We are using an intermediary vendor to order subscriptions. The vendor will obtain a common expiration date for a title if possible; ultimately, most subscriptions will expire at the same time.

We are currently subscribing to multiple copies of several titles that are of interest to all employees. After our move to the ARF we will reduce these multiple subscriptions to one copy kept in the RTIC for all employees to use. A photocopy machine will be available in the RTIC for copying library materials.

Exceptions for duplicate subscriptions will be made on a case by case basis. This policy will not effect employees housed away from the main administrative complex.

PARKING LOT CONSTRUCTION

As a reminder, the parking lot behind building 111 is under construction and unavailable for use. The only lot available is east of the new Laboratory Sciences building. RMA security police are ticketing individuals who park illegally. Feel free to telephone us for library services.



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judy Knight

XL;VXCV;LZXCK;VLZJK; XLCV;LZCX V;LZ CV;LZCXVJ; ZXVC;L ZCXJKV
ZCXKL;V Z;LCVX JL; CV;ZLXV CZKL;XCV JL;ZKCX V;LZKXC VJL;ZCXV
JMay, 1992

XL;VXCV;LZXCK;VLZJK; XLCV;LZCX V;LZ CV;LZCXVJ; ZXVC;L ZCXJKV
ZCXKL;V Z;LCVX JL; CV;ZLXV CZKL;XCV JL;ZKCX V;LZKXC VJL;ZCXV
JMay, 1992



NEWS FROM THE RTIC

THE ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER

Volume 1 Number 5

May 1992

REGISTRATION OF USERS

Beginning in May RTIC staff will register library users. We will be prepared for our move into the Administrative Record Facility as we anticipate greater usage once we are more centrally located.

In addition, all RTIC materials will be barcoded for checking out on our automated system. Each RTIC user will be responsible for his/her materials signed out. Key personnel will be identified within contractor companies as those individuals who will assist library staff in retrieving overdue materials.

If you would like to register by using the attached form please complete it and return to:

Technical Information Center
ATTN: AMXRM-IM
Rocky Mountain Arsenal, CO
80022-2180

Registration with us will remain for the life of the contract if you are a contractor. If you are a government employee (military or civilian) your registration is valid until you separate from federal service or have a Permanent Change of Station.

A federal employee (military or civilian) from another post who is on RMA performing work will be asked to register with his servicing library at his normal duty station. Check out of materials will be arranged on an interlibrary loan between RMA and the user's home library.

NEW PUBLICATION

We have begun subscribing to a new loose-leaf service from the Environmental Protection Agency: "Test Methods for Evaluating Solid Waste".

The manual provides "test procedures which may be used to determine whether the waste is a hazardous waste within the definition of Section 3001 of the Resource Conservation and Recovery Act [PL 94-580]."

The service is for library use only but we will be happy to make copies of any information from it that you require.

CURRENT AWARENESS SERVICE

Do you have a need for an ongoing search of the literature for a specific topic? The RTIC librarians can search databases for you on a scheduled basis and help keep you up



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judy Knight

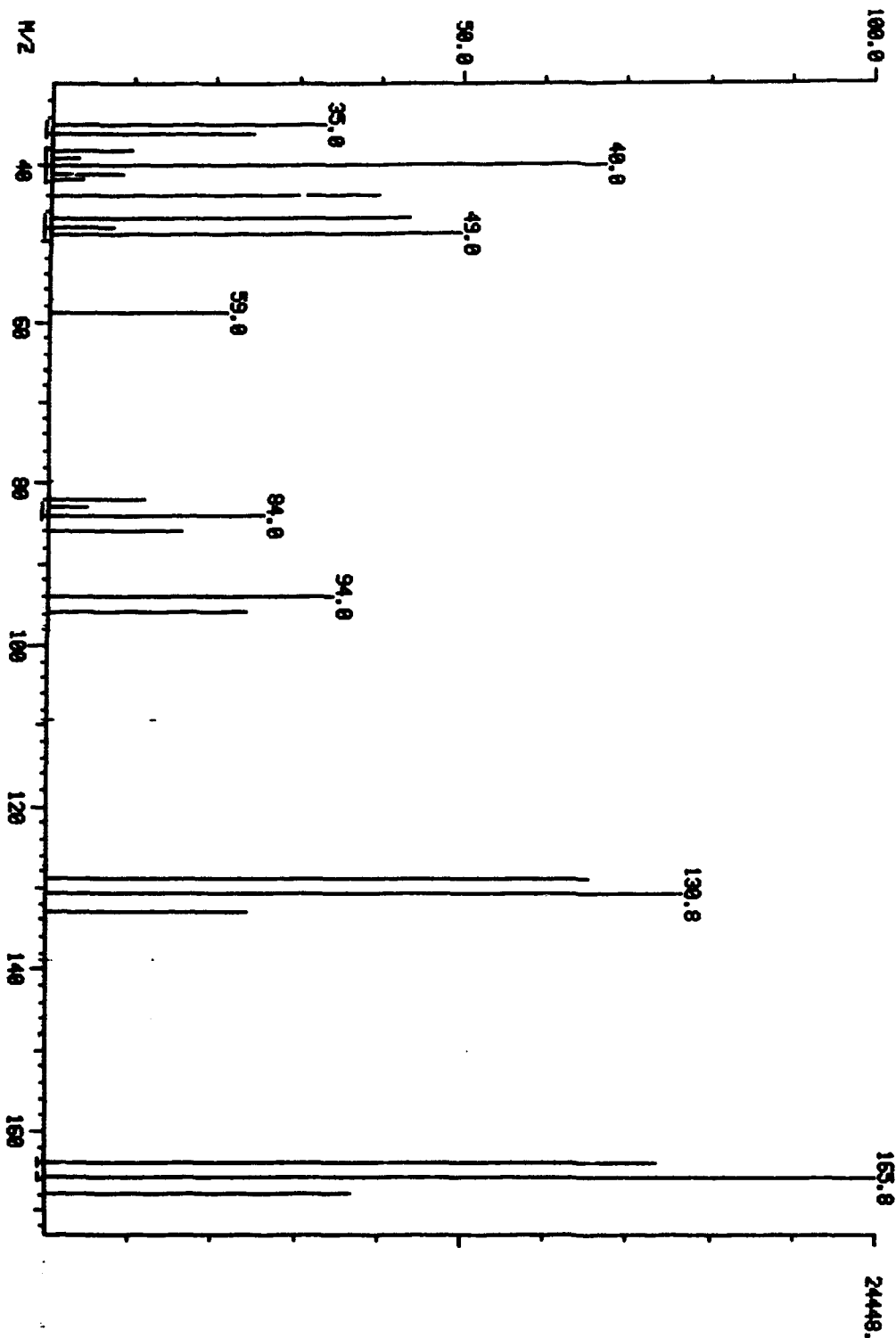


ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30
am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP
ASSOCIATES, INC. RTIC Librarian: Amira Hamdy, Government Librarian: Judy Knight

MID MASS SPECTRUM
08/01/85 18:02:00 + 4:53
SAMPLE: 8601-51838-H + 25 U.L. D10, 2 U.L. INJ
COND.: -1500EV 10-7SECS 70EV .5MA DBS-27.5M 40-4H-200/10-4H S/O-RN
GC TEMP: 53 DEC. C

DATA: 8601H01N8 #587
CALL: 8601H01N8 #2

BASE N/Z: 166
RIC: 197120.

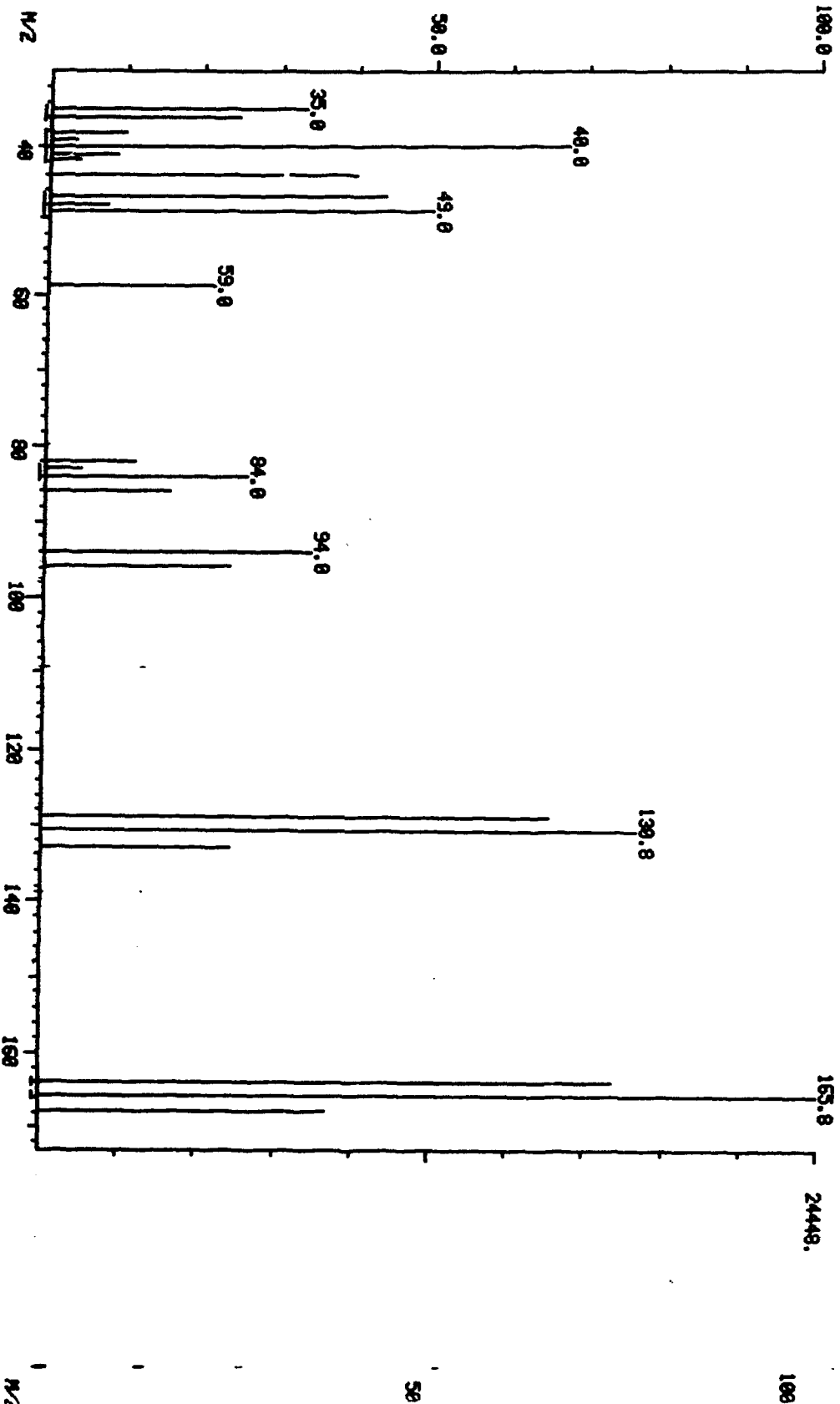


MR1011

MID MASS SPECTRUM
06/01/85 18:02:00 + 4:53
SAMPLE: 8601-510330-4 + 25 U.L. D10, 2 U.L. 1N1
COND.: -1500EUV 10-75EVS 70EV .5MA DBS-27.5M 40-4H-280/10-4H S/D-RH
GC TEMP: 53 DEG. C

DATA: 8601H01N8 #587
CALI: 8601H01N8 #2

BASE M/Z: 166
R1C: 197120.

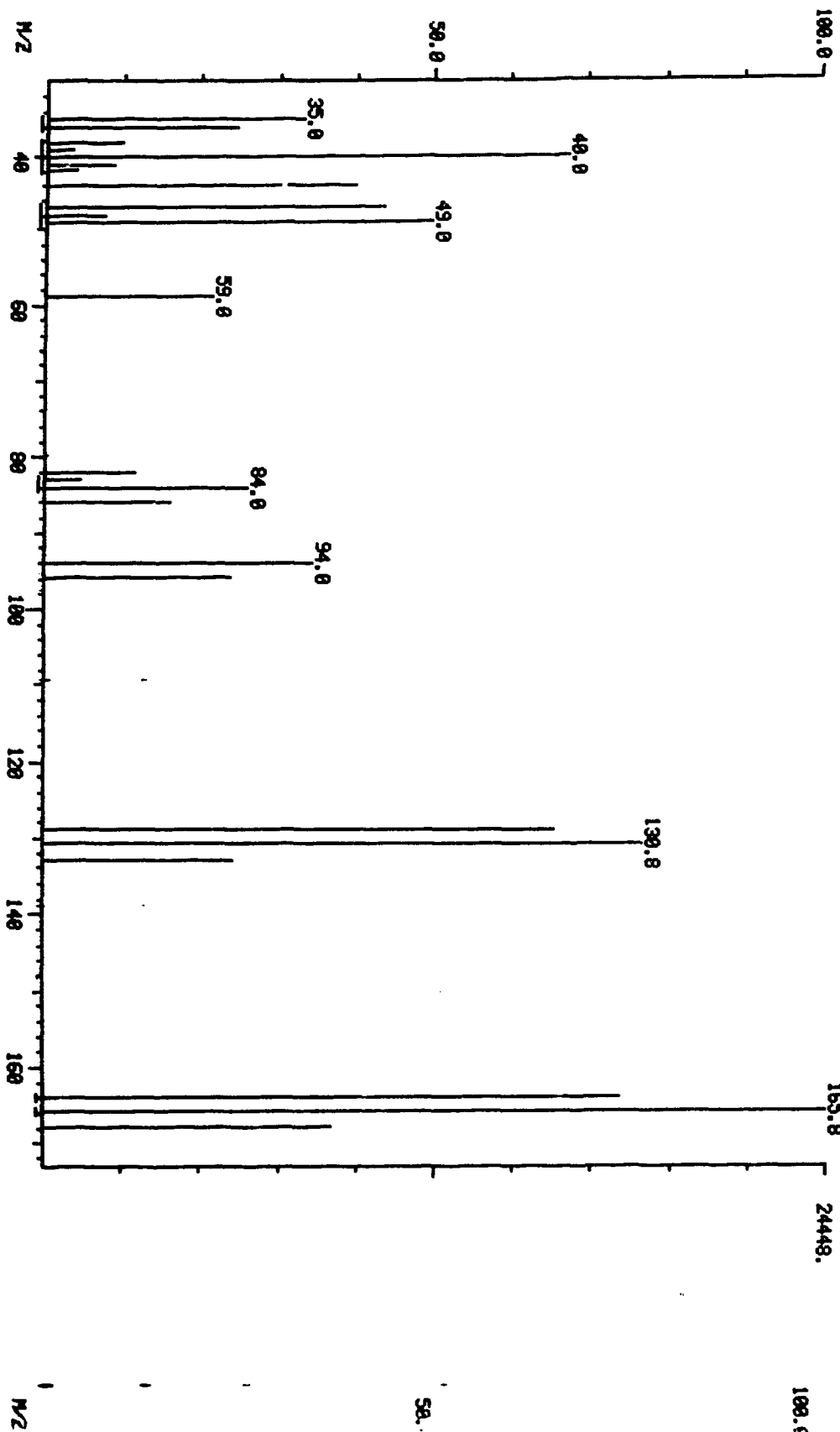


MR1011

MID MASS SPECTRUM
08/01/85 18:02:00 + 4:53
SAMPLE: 8601-510330-H + 25 U.L. D10, 2 U.L. INJ
COND.: -1500ENV 10-7SENS 70EV .5MA DBS-27.5M 40-4H-280/10-4H S/D-RM
GC TEMP: 53 DEG. C

DATA: 8601H01N8 #587
CALI: 8601H01N8 #2

BASEC N/Z: 166
RIC: 197120.

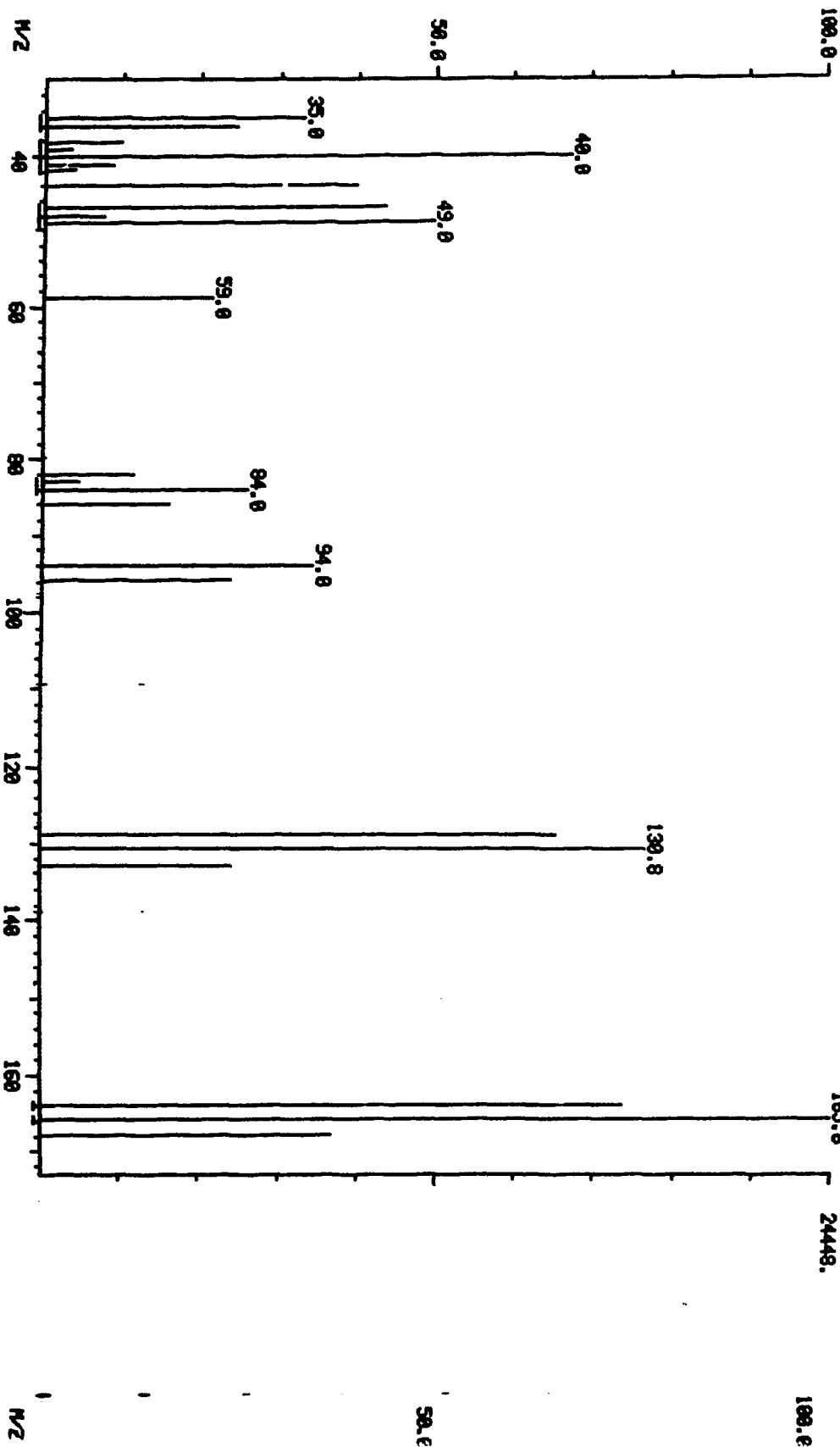


BOX 1637

MR1011

MID MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51830-H + 25 U. 010, 2 U. 1N1
COND.: -1500EV 10-7SENS 70EV .5M4 DBS-27.5M 40-4H-280/10-4H S/D-RM
GC TEMP: 53 DEG. C

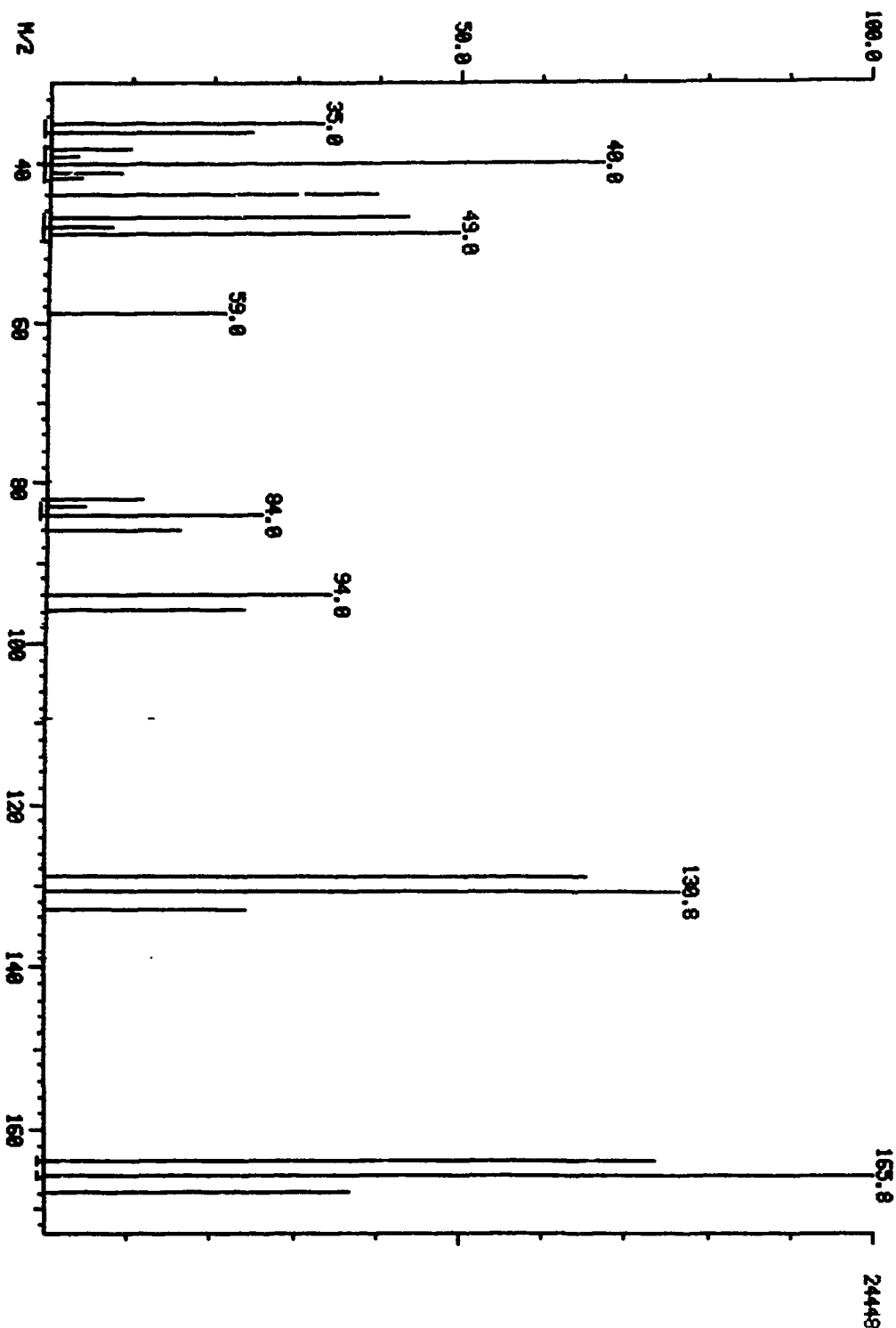
DATA: 8601H01N8 #587
CALI: 8601H01N8 #2
BASE N/Z: 166
RIC: 197120.



MID MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51030-H + 25 U.L. D10, 2 U.L. INJ
COND. 1: -1500ENV 10-7SEHS 70EV .5MA DBS-27.5M 40-4H-280/10-4H S/D-RM
GC TEMP: 33 DEG. C

DATA: 8601H01N8 #597
CALI: 8601H01N8 #2

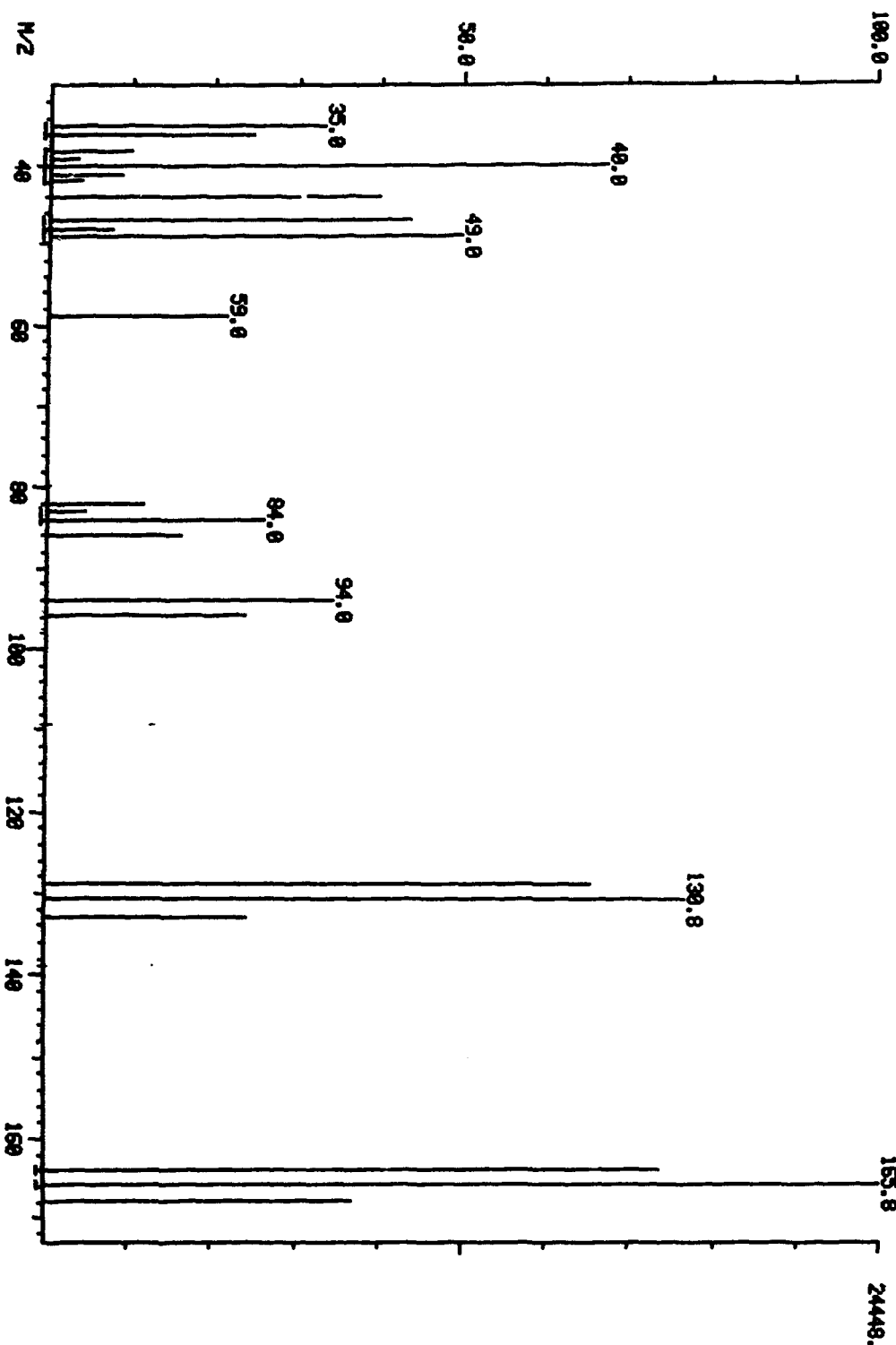
BASE M/Z: 166
RIC: 197120.



MID MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51830-H + 25 U. D10, 2 U. 1KJ
COND.: -15000V 10-75ENS 70EV .5MA DBS-27.5M 40-4H-280/10-4H 5/0-8M
GC TEMP: 53 DEG. C

DATA: 8601H01N8 4587
CALI: 8601H01N8 02

BASE M/Z: 166
RIC: 197120.



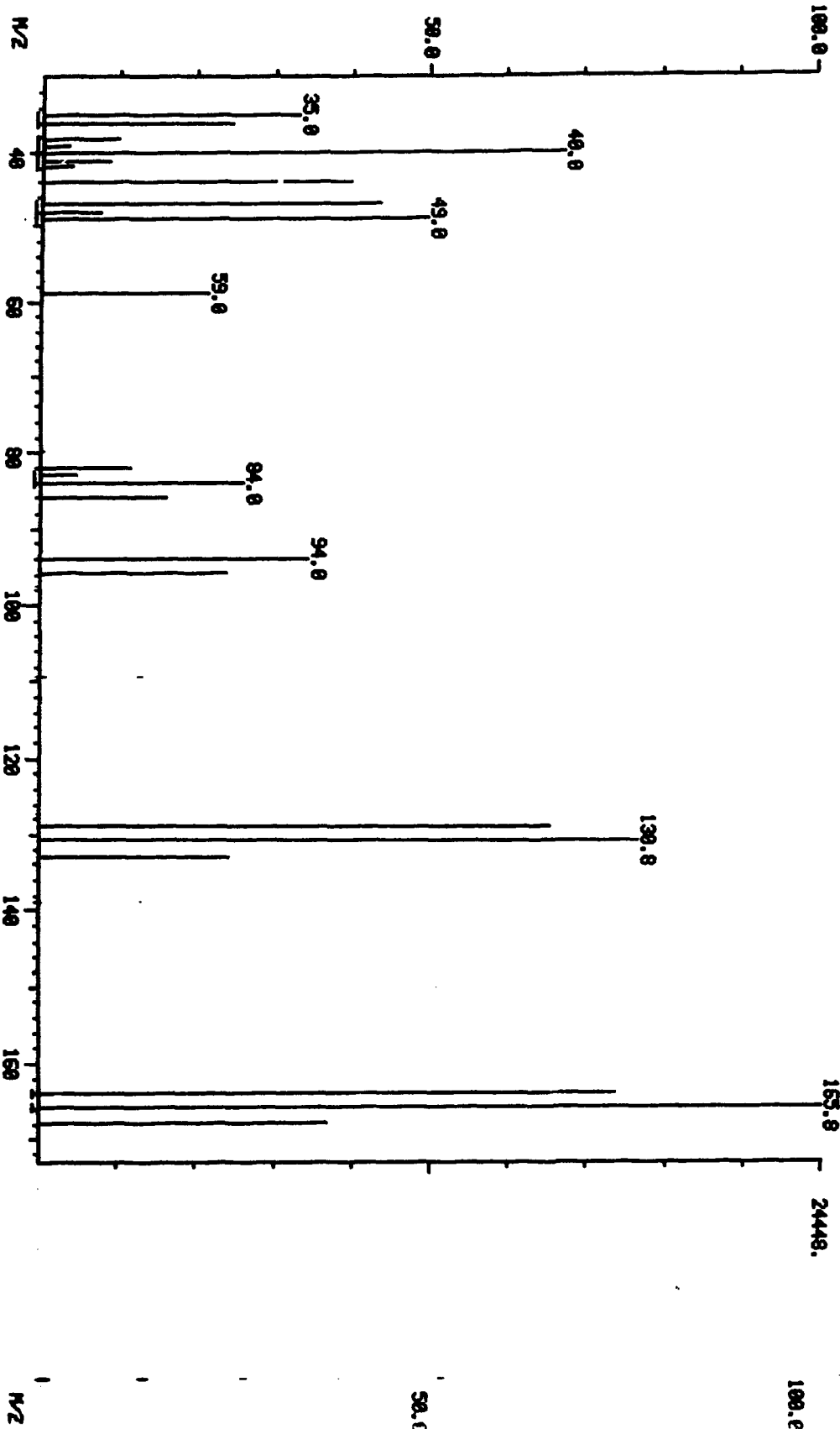
m/z

58.0

100.0

MID MASS SPECTRUM
08/01/65 10102100 + 4153
SAMPLE: 8601-510330-H + 25 U. D10, 2 U. INJ
COND. 1 -1500EVU 10-75EVS 70EV. SNA DBS-27.5M 40-41-200/10-41 S/D-RM
GC TEMP: 53 DEG. C

DATA: 8601H01N0 0507
CALI: 8601H01N0 02
BASE M/Z: 166
RICI: 197120.



quantity of the unknown
being filmed

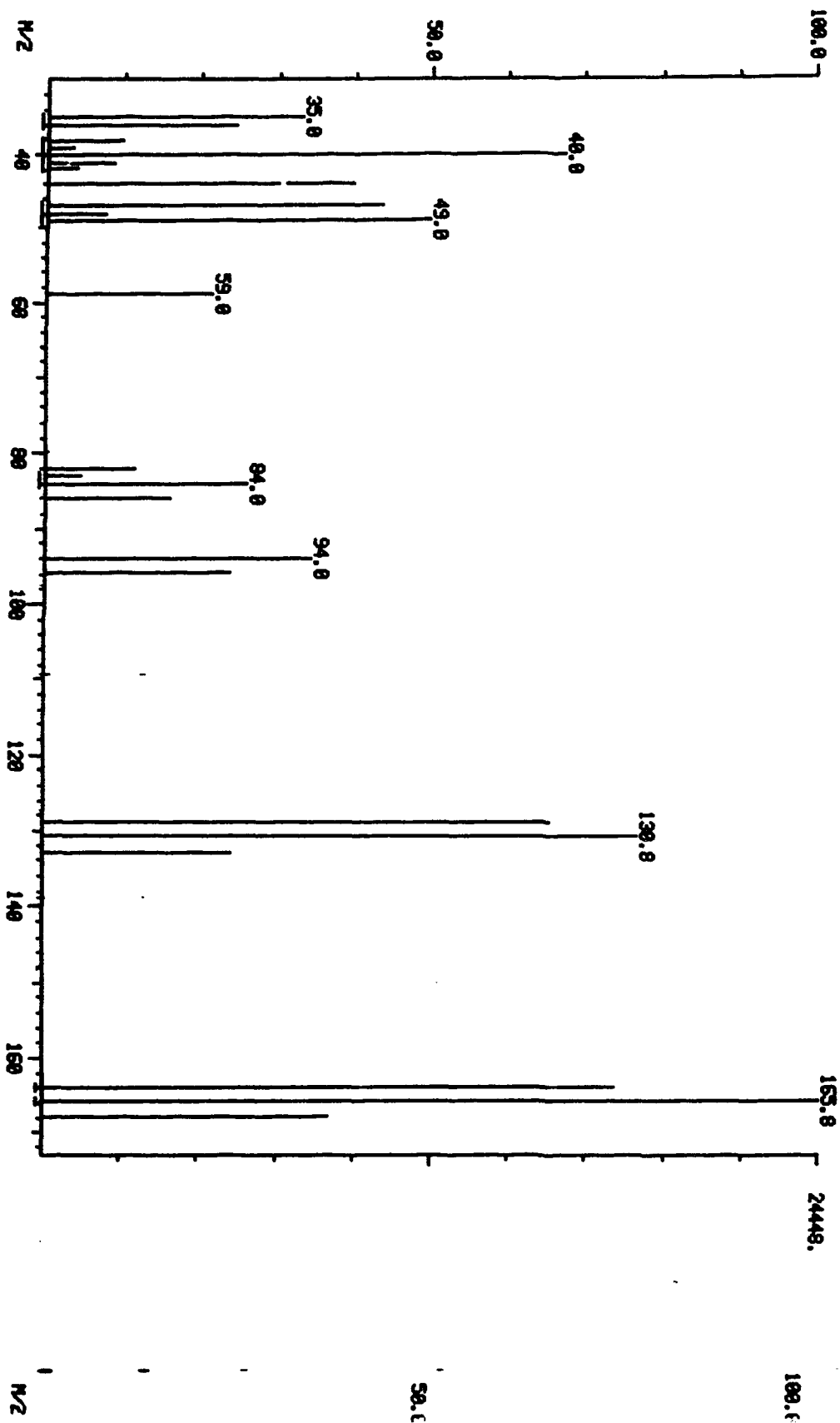
BOX # 1637

MRIO11

MSD MASS SPECTRUM
08/01/85 18182100 + 4:53
SAMPLE: 8601-018330-H + 25 U.L. D10, 2 U.L. 1N1
COND: 1 -1500ENV 10-7SEDS 70EV .5MA DBS-27.5M 40-4H-280/10-4H S/D-RH
GC TEMP: 53 DEC. C

DATA: 8601H01N8 #587
CALL: 8601H01N8 #2

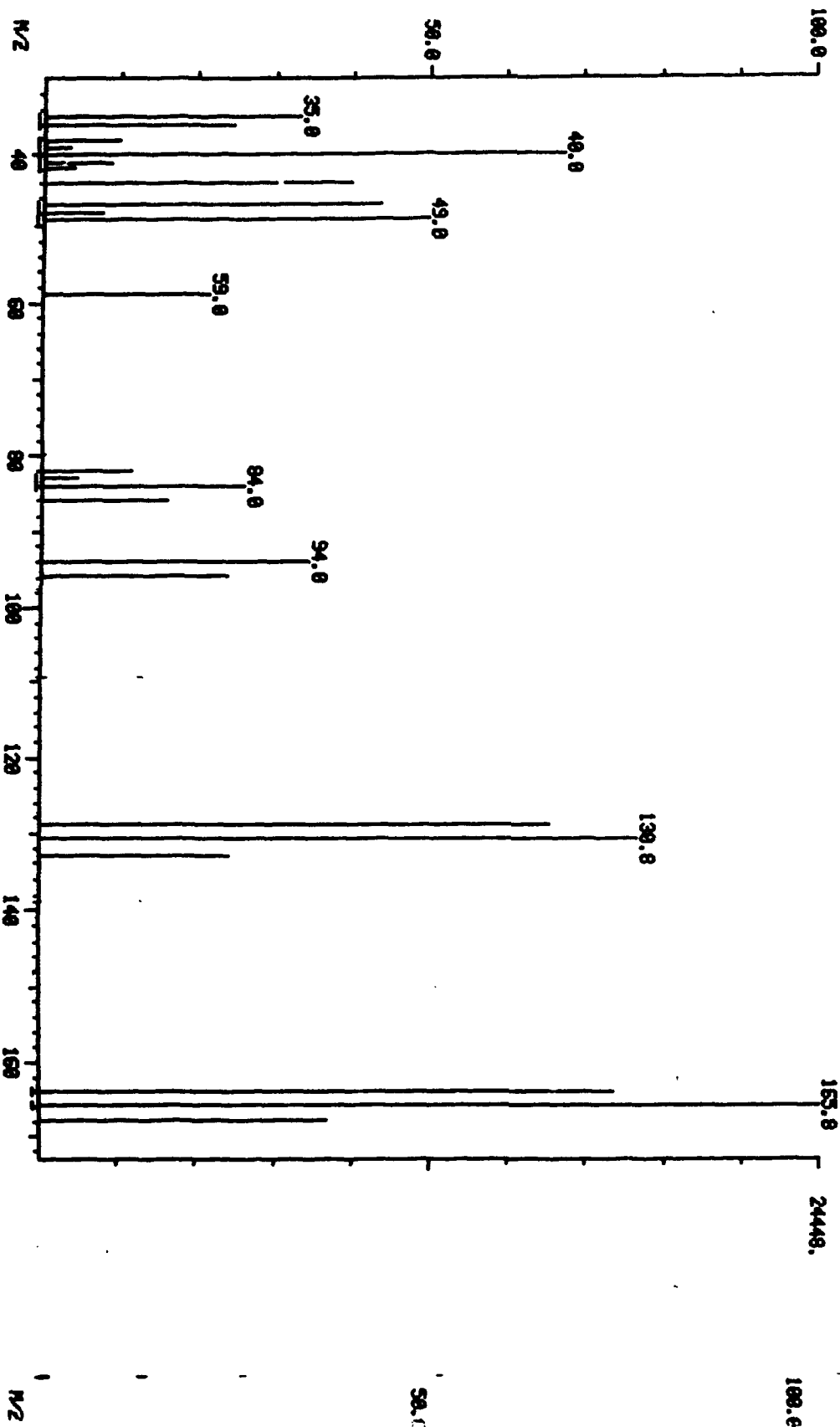
BASE N/Z: 166
RIC: 197120.



MID MASS SPECTRUM
08/01/65 18:02:00 + 4153
SAMPLE: 8601-51830-H + 25 UL D10, 2 UL INJ
COND. 1 -1500MM 10-750S 70EV .5MA DBS-27.5M 40-4H-200/10-4H S/D-RM
DC TEMP: 53 DEG. C

DATA: 8601H01N8 #587
CALI: 8601H01N8 #2

BASE M/Z: 165
RIC: 197120.



QUALITY OF THE DOCUMENT
being filmed

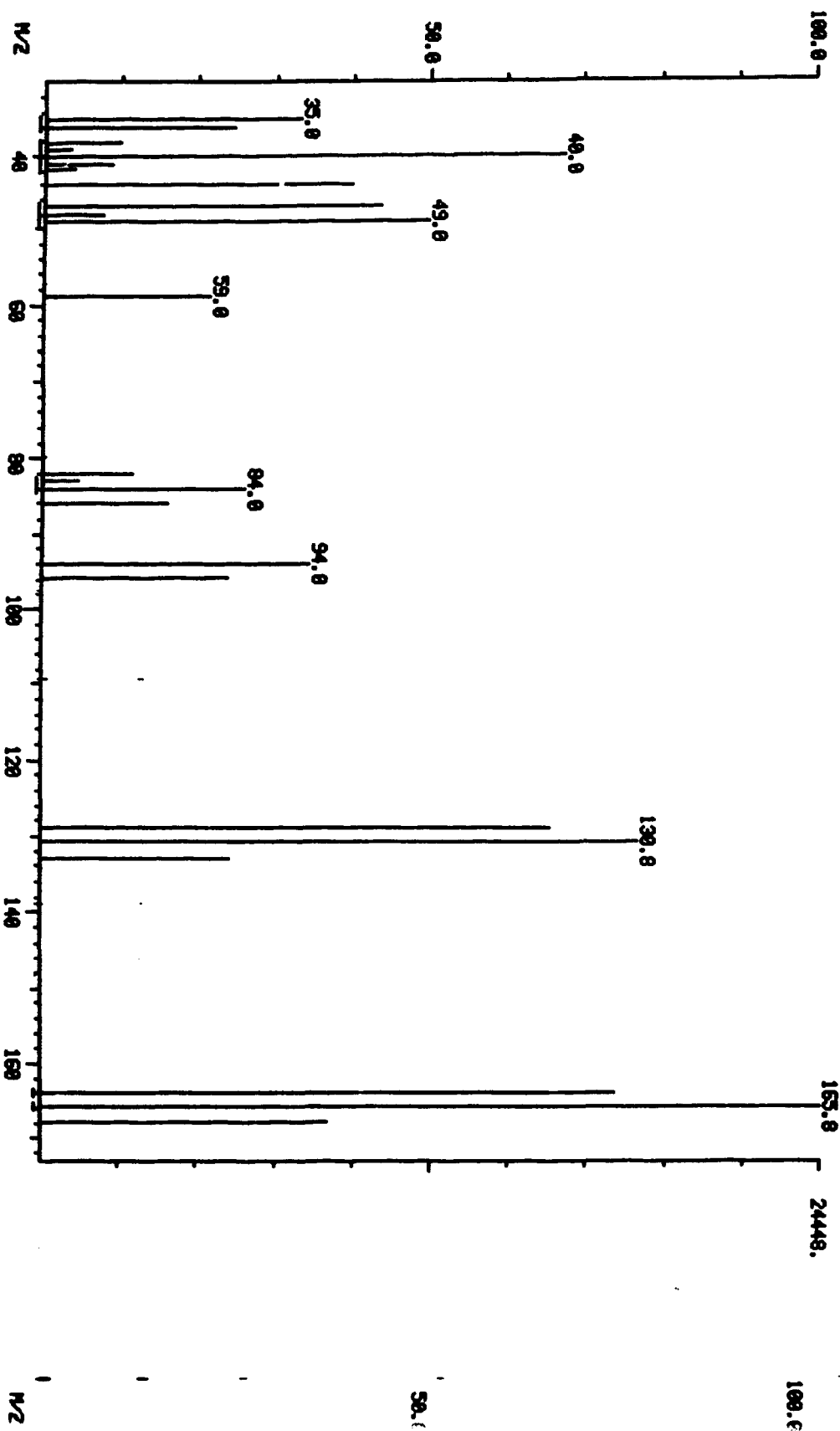
Doc # 1637

MRIO11

MID MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51030-H + 25 U. D10, 2 U. 1N1
COND: 1 -1500EV 10-7SENS 70EV .5MA DBS-27.5M 40-4H-280/10-4H 5/0-RH
GC TEMP: 53 DEG. C

DATA: 8601H01N8 0507
CALL: 8601H01N8 #2

BASE M/Z: 166
RIC: 157120.

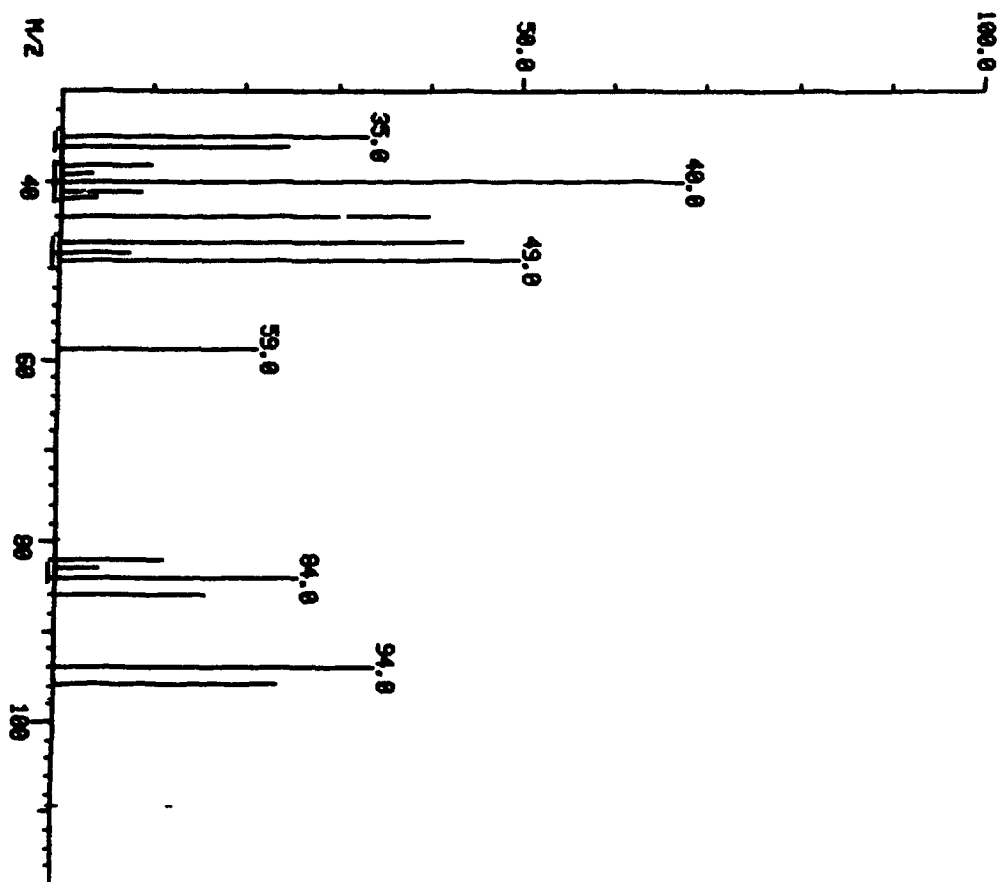


Quantity of the compound
being filmed

0.2 + 1.3%

MSD MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51030-N + 25 U.L. D10, 2 U.L. 1N1
COND: 1 -1500EV 10-7SEHS 70EV .5MA DBS-27.5N 40-44-28x
GC TEMP: 53 DEG. C

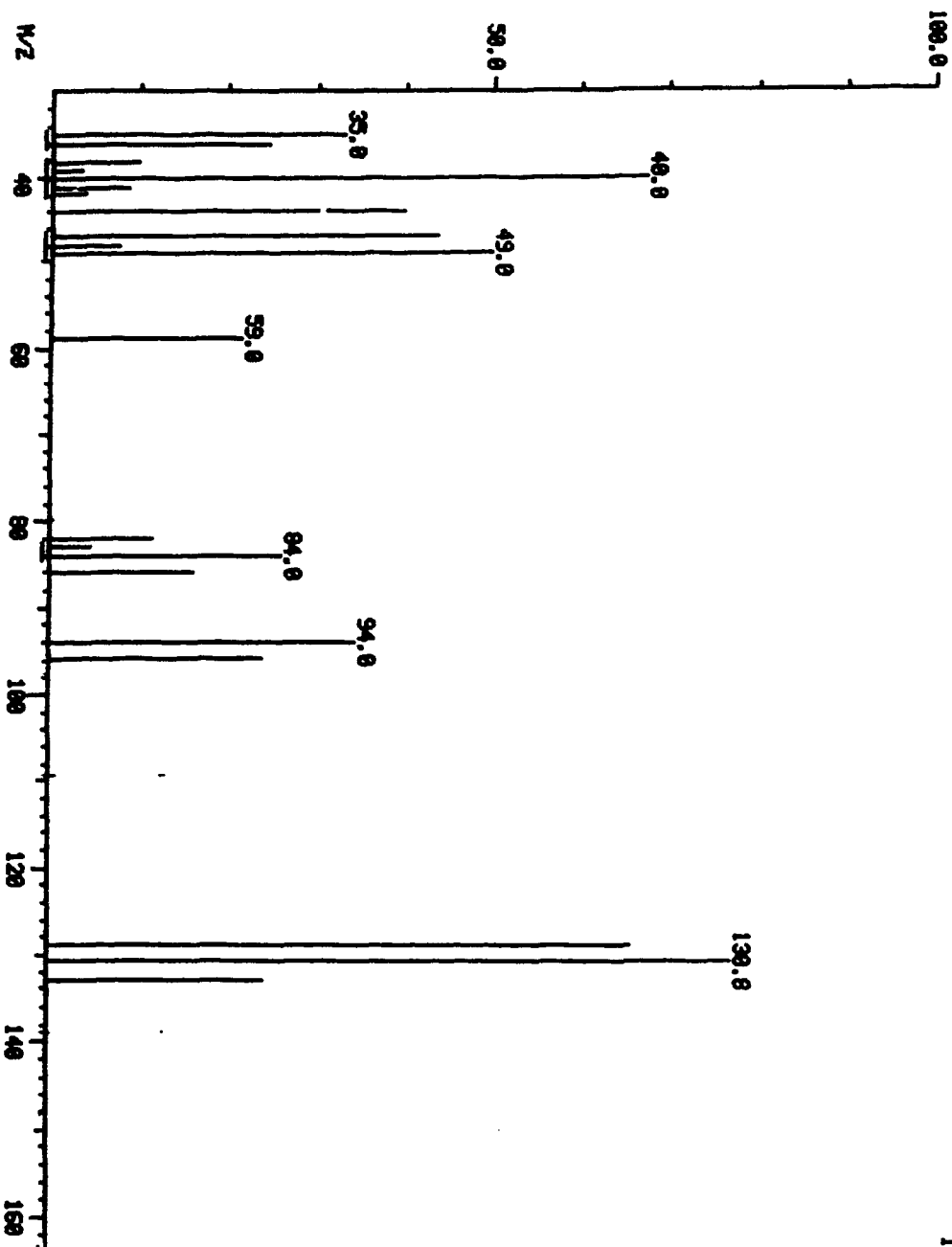
DAI
CAI



MID MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 8601-51830-H + 25 UL D10, 2 UL 1N1
COND.: -1300EV 10-75EVS 70EV .5MA DBS-27.5M 40-4H-280/10-4H S/O-RM
GC TEMP: 53 DEG. C

DATA: 8601H01N0 4587
CALL: 8601H01N0 42

BASE M/Z:
RIC: 15



Quantity of the substance
being filmed

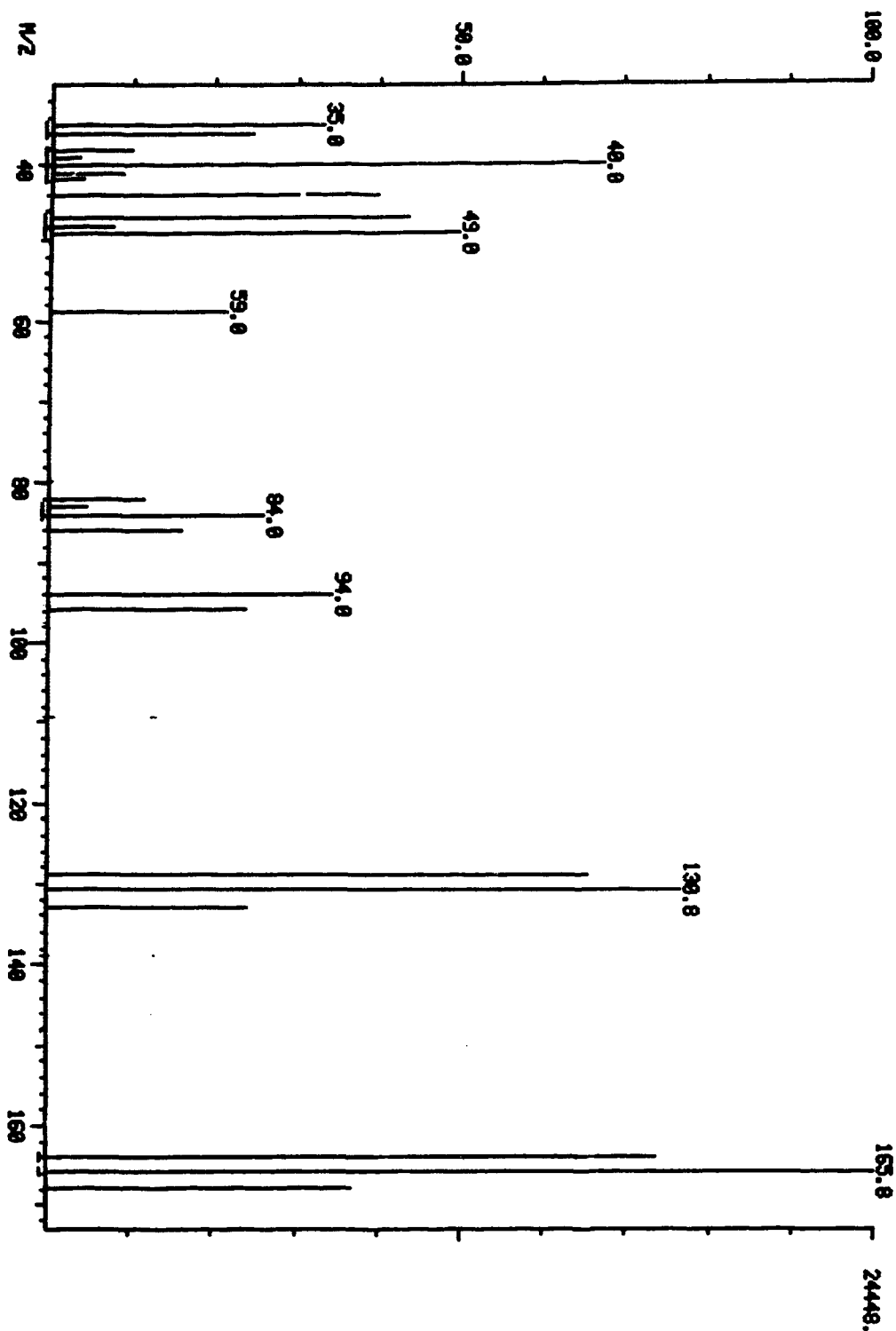
Doc. No. 1437

MR1011

MSD MASS SPECTRUM
08/01/65 18:02:00 + 4:53
SAMPLE: 0601-510330-H + 25 U. D10, 2 U. INJ
COND.: -1500V 10-75EVS 70EV .5MA DBS-27.5M 40-4H-200/10-4H S/D-RM
GC TEMP: 53 DEG. C

DATA: 0601H01N0 #507
CALI: 0601H01N0 #2

BASE M/Z: 165
RIC: 197120.



A0000H(K)4

8600 NONTARGET COMPOUND DATA ANALYSIS

Sample No.: MEF-510156-L Data File: 8601F2607
 Sample Description (SNV): 201C D10-Phenanthrene Area Counts ($\times 10^{-3}$): m/z 188 - 71.55.0
 Extract Volume (mL): 20.0 $\rightarrow$ 1 mL EMS^a - 3809.3
 Sample Weight (g): 15.04g

Scan No.	Nontarget Compound Tentative Identification	Characteristic m/z's	MW ^b	Retention Time		Area Counts ($\times 10^{-3}$)		Amount $\mu\text{g/mL}$	Search Results		UNK #
				min:sec	Rel ^c	EMS ^a	Ion ^d		Fit	R Fit	
1058	340	45, 75, 76		8:47		6300	8180+		644	799	
627	164	128, 131, 166	164	5:13		800	475				
1975		67, 99, 117, 155		16:27		2770	250.0				
3702		69, 205, 223		22:31		188.3	371.7				
2940		61, 173, 191, 255		24:30		215.6	82.0				
3286	(222e)	57, 69, 83, 97, 210		27:22		1023	442.4		937	276	
3353	33048	64, 167, 279		27:26		1046	2758		940	255	
									981	521	

- a Area counts on enhanced mass spectrum of compound.
 b Probable MW based on inspection of mass spectrum.
 c Relative retention time to D10-phenanthrene internal standard.
 d Indicate which ion is used.
 e EPA/NIH Mass Spectral Library.

Analysis Check-Off (date and sign)

RIC MEC
 QUAN 6/27/2000 # Found 6
 UNKNOWN 7/18/2000 # Found 3

Analyst William A. Adams
 Task Leader _____

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPCGJ Operator: EFD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPCGJ:HP9895.804.0 ON 2/06/1985 8:50

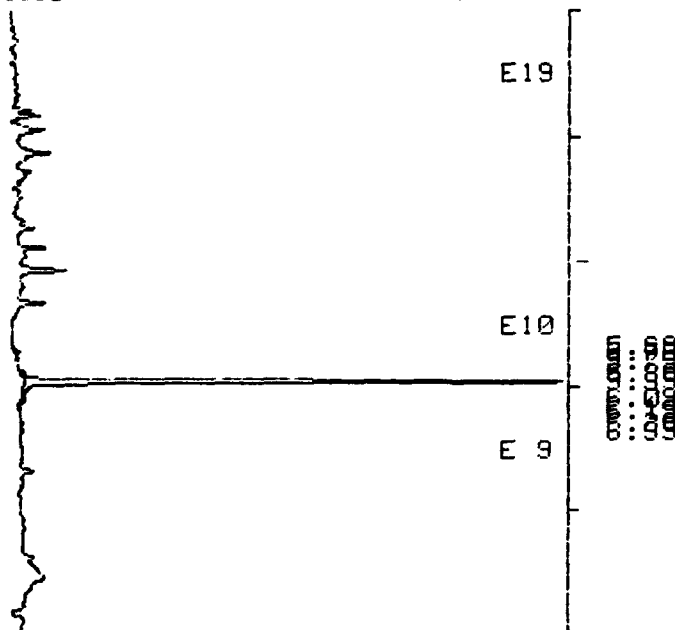
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area % L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	.183	1.1
2	5.72	9950	.5872	1	.608	1.4
3	5.79	1296	.0765	1	.079	1.1
5	5.89	12358	.7293	1	.755	1.7
6	5.95	1635897	96.5447	1	100.000	1.7
7	6.09	14599	.8616	1	.892	3.1
8	6.19	5330	.3145	1	.325	2.2
9	6.23	4792	.2828	1	.293	1.7
10	6.35	7229	.4266	1	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPCGJ Operator: EFD
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being filmed

Box #1507

MR1011

Sample Name: UNCL
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP
 REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

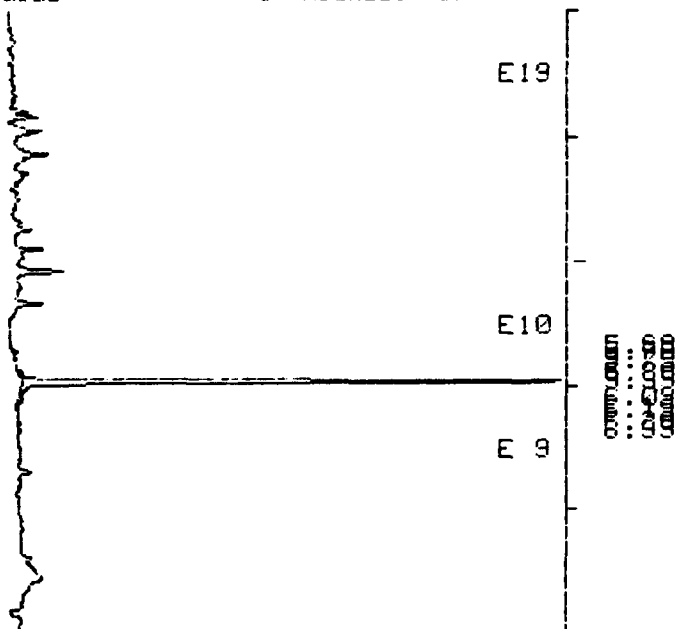
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area % L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1 2782	.183	1.1
2	5.72	9950	.5872	1 7045	.608	1.4
3	5.79	1296	.0765	1 1215	.079	1.1
5	5.89	12358	.7293	1 7156	.755	1.7
6	5.95	1635897	96.5447	1 978401	100.000	1.7
7	6.09	14599	.8616	1 4748	.892	3.1
8	6.19	5330	.3145	1 2477	.325	2.2
9	6.23	4792	.2828	1 2754	.293	1.7
10	6.35	7229	.4266	1 4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M

being filmed

Box #1507

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEP06J Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEP06J:HP9895.804.0 ON 2/06/1985 8:50

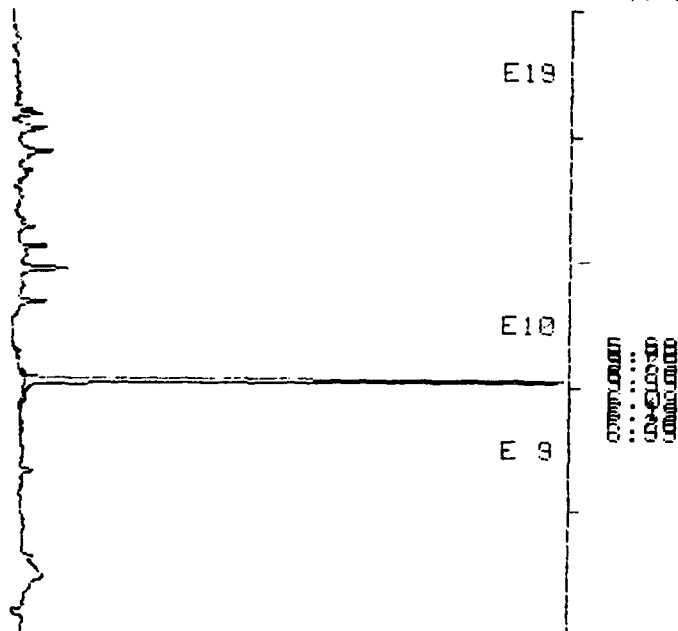
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.323	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****

Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEP06J Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being filmed

Box #1567

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPCGJ Operator: LFD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SC-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPCGJ:HP9895.804.0 ON 2/06/1985 8:50

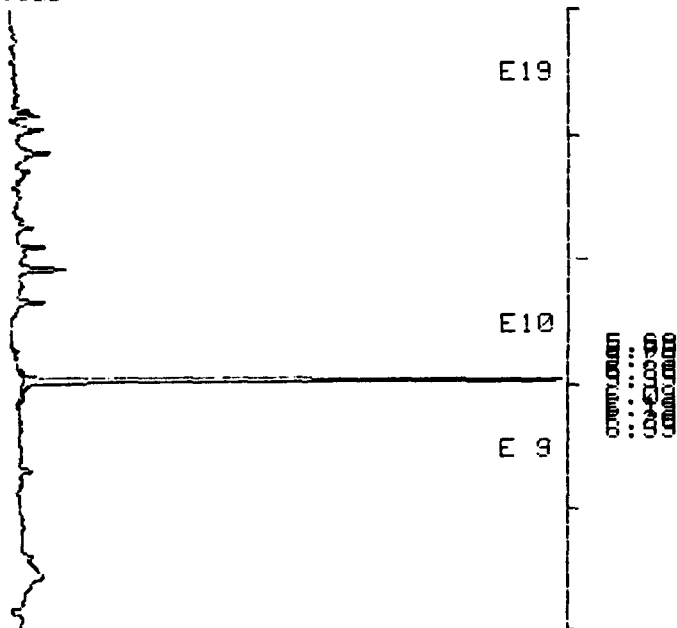
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area % L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767 1	2782	.183	1.1
2	5.72	9950	.5872 1	7045	.608	1.4
3	5.79	1296	.0765 1	1215	.079	1.1
5	5.89	12358	.7293 1	7156	.755	1.7
6	5.95	1635897	96.5447 1	978401	100.000	1.7
7	6.09	14599	.8616 1	4748	.892	3.1
8	6.19	5330	.3145 1	2477	.325	2.2
9	6.23	4792	.2828 1	2754	.293	1.7
10	6.35	7229	.4266 1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP

being filmed

60X #1507

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: CPU
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HF9895.804.0 ON 2/06/1985 8:50

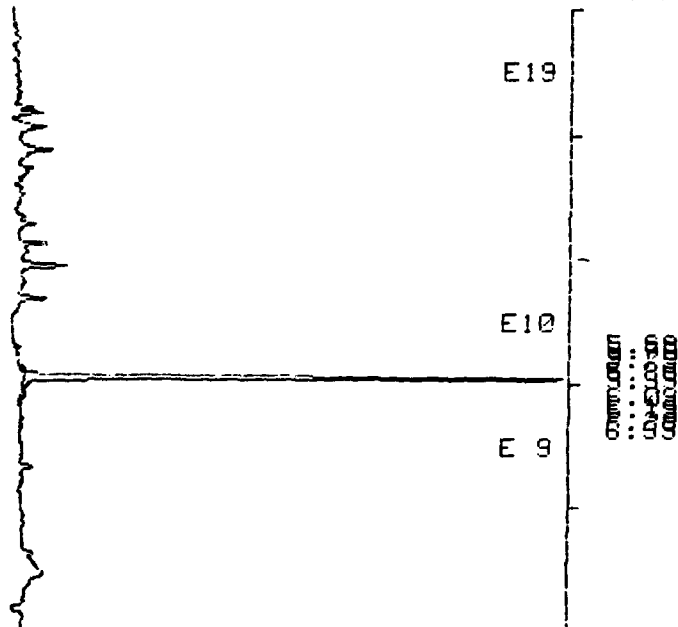
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.323	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

being filmed

62X #1507

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPCGJ Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPCGJ:HP9895.804.0 ON 2/06/1985 8:50

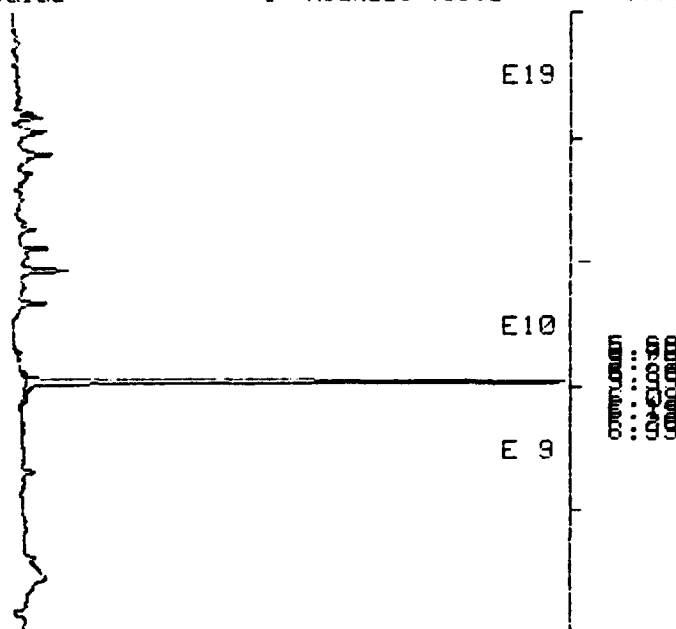
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Re Time	Peak Area	Area % L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	.183	1.1
2	5.72	9950	.5872	1	.608	1.4
3	5.79	1296	.0765	1	.079	1.1
5	5.89	12358	.7293	1	.755	1.7
6	5.95	1635897	96.5447	1	100.000	1.7
7	6.09	14599	.8616	1	.892	3.1
8	6.19	5330	.3145	1	.325	2.2
9	6.23	4792	.2828	1	.293	1.7
10	6.35	7229	.4266	1	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPCGJ Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being filmed

Box #1507

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

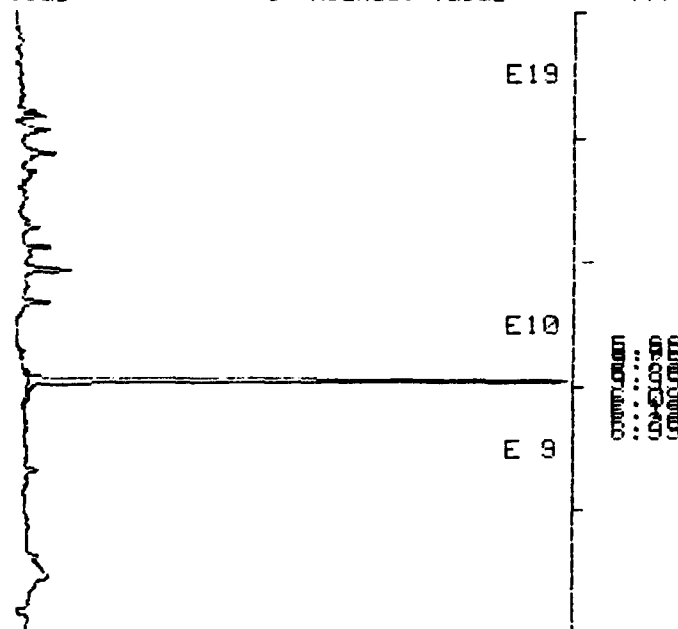
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being filmed

Box #1507

MRI011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HF9895.804.0 ON 2/06/1985 8:50

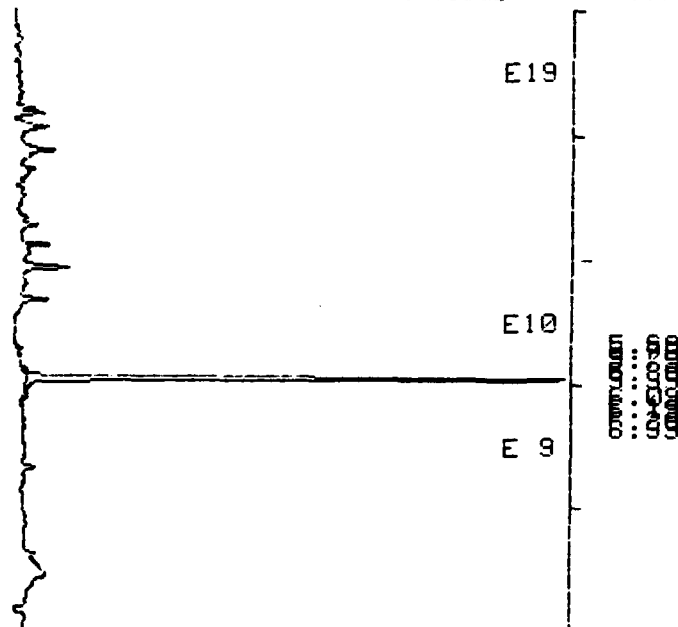
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being filmed

Box #1507

MR1011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

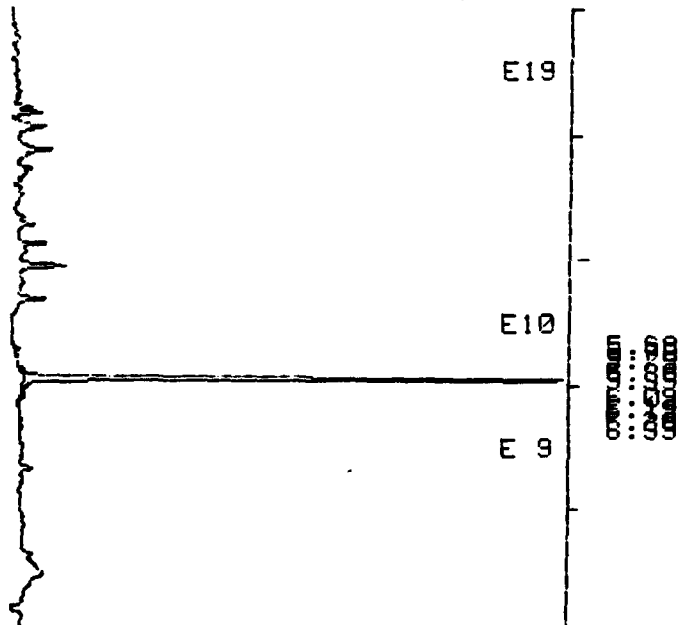
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.295	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M

being filmed

Box #1507

MHI011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-30: 30M
 Solvent Description: HEXANE
 Operating Conditions: BOC FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

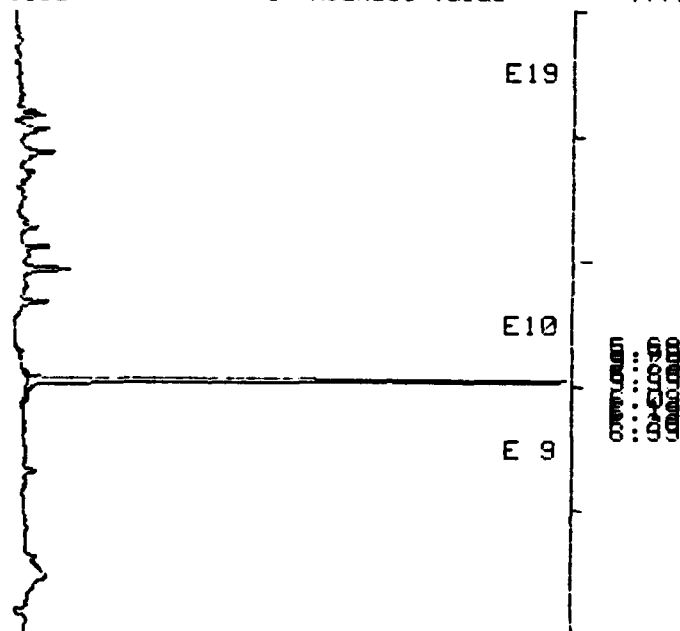
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-30: 30M

being filmed

Box #1507

MHI011

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

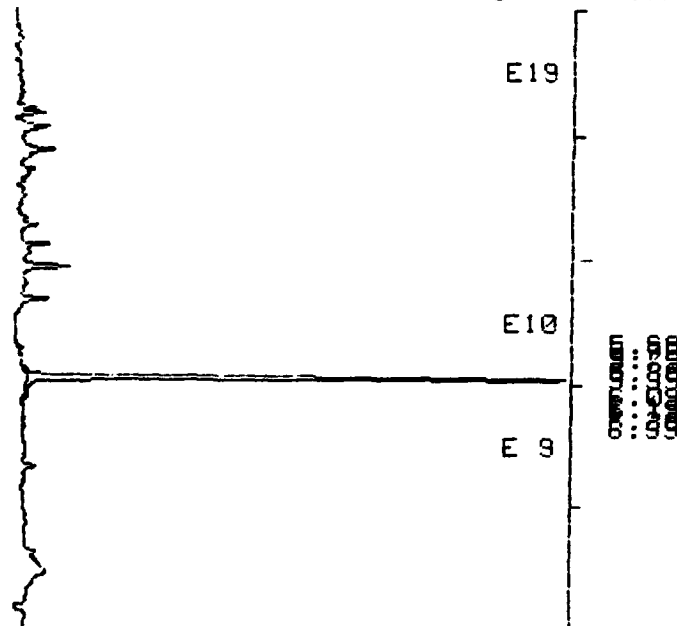
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being timed

156 X # 1307

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

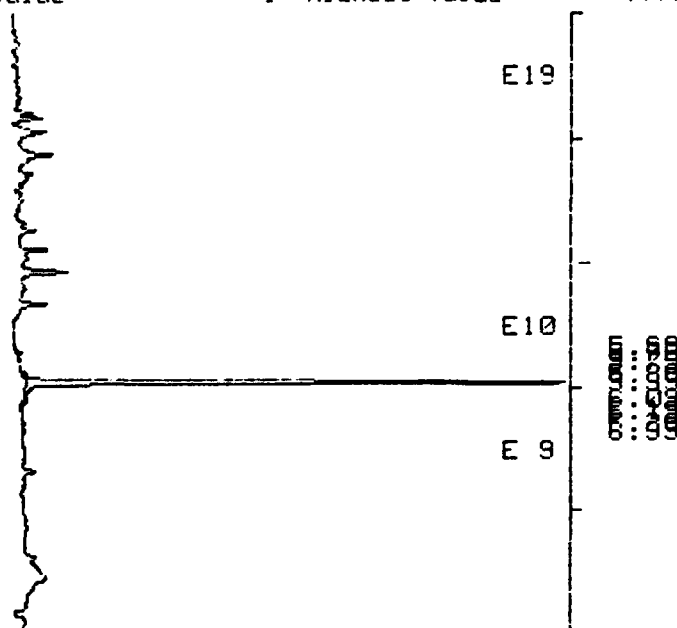
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being timed

66X #1507

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SC-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

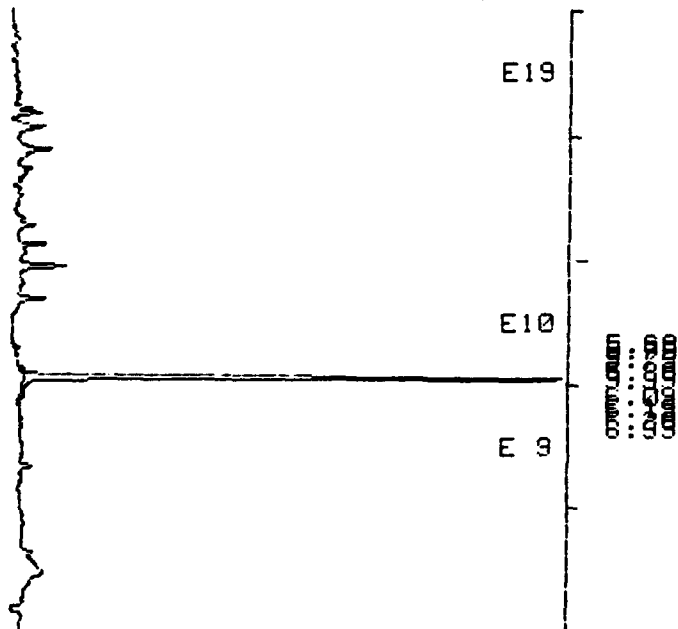
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.326	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being turned

154X #1307

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

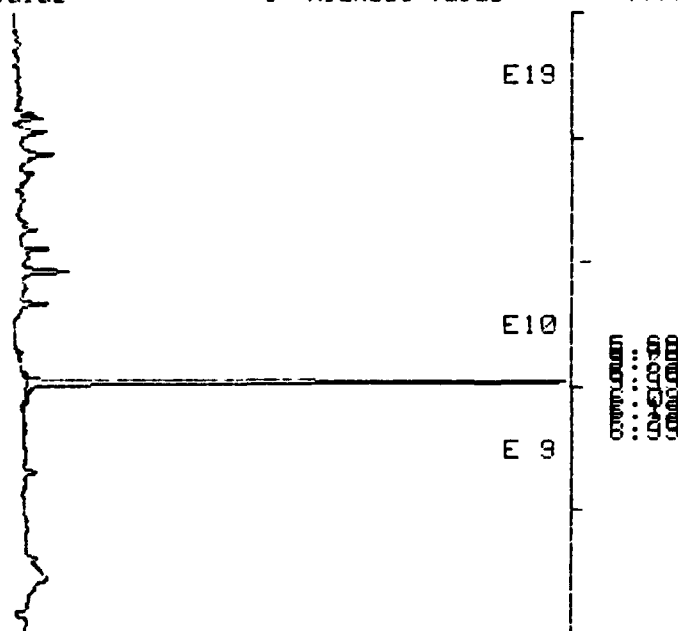
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being time

64 X 12.5

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPCGJ Operator: FPD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column type: GC-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPCGJ:HP9895.804.0 ON 2/06/1985 8:50

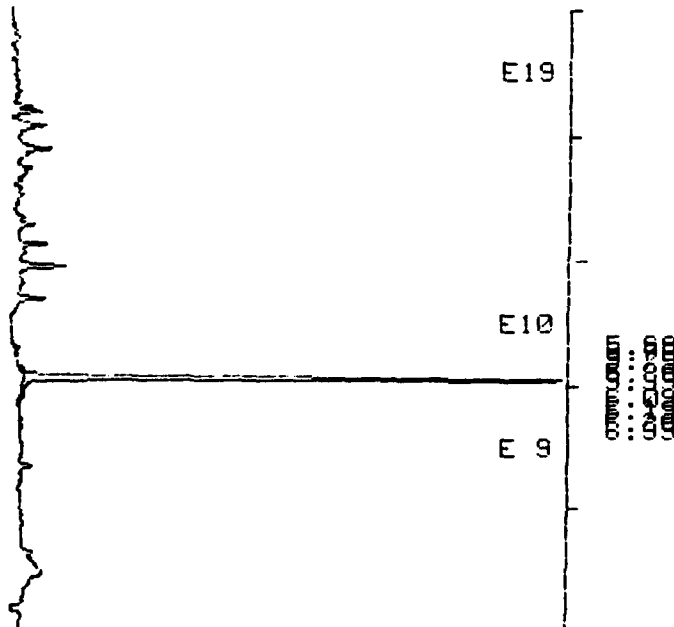
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area % L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767 1	2782	.183	1.1
2	5.72	9950	.5872 1	7045	.608	1.4
3	5.79	1296	.0765 1	1215	.079	1.1
5	5.89	12358	.7293 1	7156	.755	1.7
6	5.95	1635897	96.5447 1	978401	100.000	1.7
7	6.09	14599	.8616 1	4748	.892	3.1
8	6.19	5330	.3145 1	2477	.323	2.2
9	6.23	4792	.2828 1	2754	.293	1.7
10	6.35	7229	.4266 1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPCGJ Operator: FPD
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being timed

100 X 10.00

111111

Sample Name: DBCP
 Date: 2/06/1985 16:48 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 4700 Column Type: SC-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

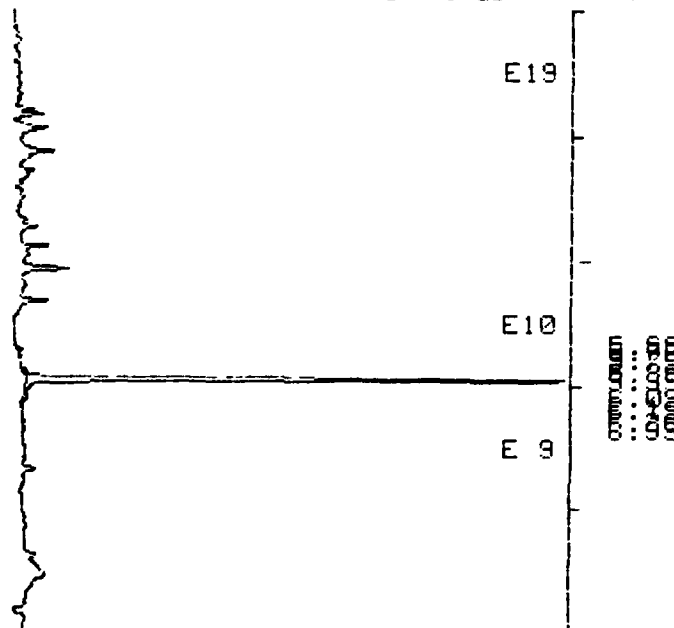
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	578401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

DEWITT 6010

DEWITT 6010

DEWITT 6010

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEP06J Operator: FFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 4700 Column Type: SE-30 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPRODUCED WITH METHOD XEP06J:HF9895.804.0 ON 2/06/1985 8:50

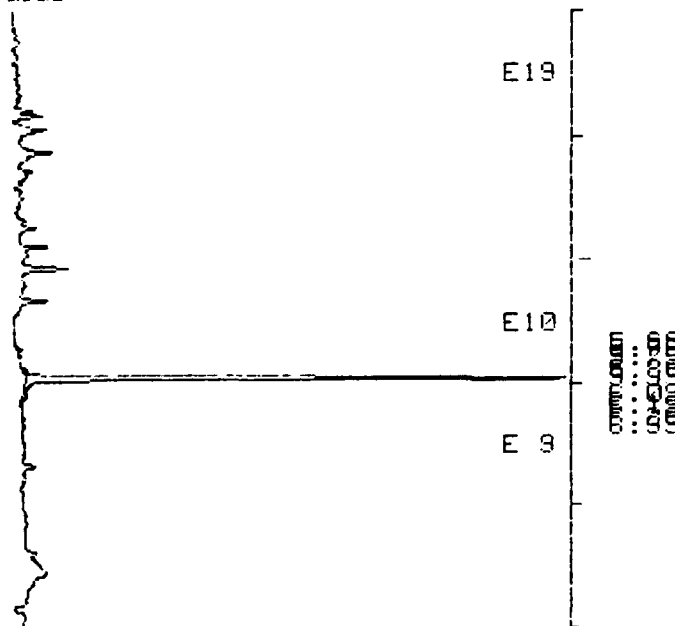
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

PK No.	Ret Time	Peak Area	Area R % L	Peak Ht.	Normalized	Area/ Height
1	5.68	2994	.1767 1	2782	.183	1.1
2	5.72	9950	.5872 1	7045	.608	1.4
3	5.79	1296	.0765 1	1215	.079	1.1
5	5.89	12358	.7293 1	7156	.755	1.7
6	5.95	1635897	96.5447 1	978401	100.000	1.7
7	6.09	14599	.8616 1	4748	.892	3.1
8	6.19	5330	.3145 1	2477	.325	2.2
9	6.23	4792	.2828 1	2754	.293	1.7
10	6.35	7229	.4266 1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****

Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEP06J Operator: FFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being fitted

1615 4/10/87

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: 50-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 90 140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP
 REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

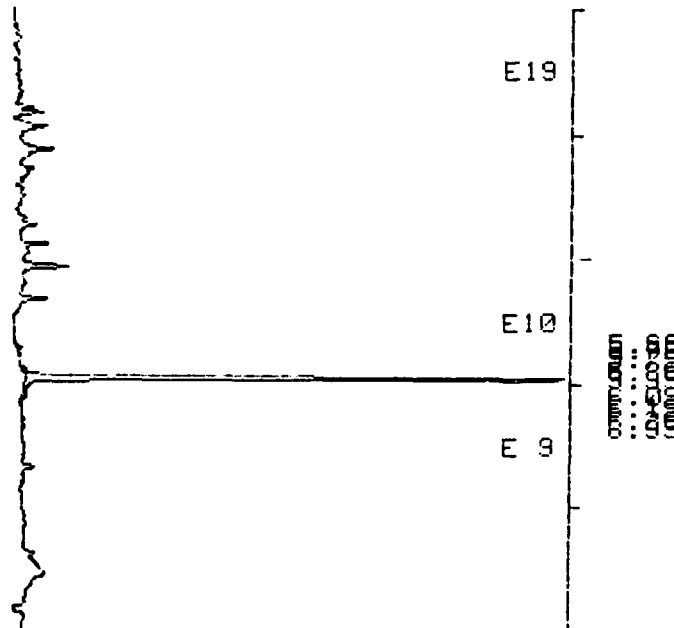
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

PK No.	Ret Time	Peak Area	Area R % L	Peak Ht.	Normalized	Area/ Height
1	5.68	2994	.1767 1	2782	.183	1.1
2	5.72	9950	.5872 1	7045	.608	1.4
3	5.79	1296	.0765 1	1215	.079	1.1
5	5.89	12358	.7293 1	7156	.755	1.7
6	5.95	1635897	96.5447 1	978401	100.000	1.7
7	6.09	14599	.8616 1	4748	.892	3.1
8	6.19	5330	.3145 1	2477	.325	2.2
9	6.23	4792	.2828 1	2754	.293	1.7
10	6.35	7229	.4266 1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EPD
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being timed

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPOGJ Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: 50-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPOGJ:HP9895.804.0 ON 2/06/1985 8:50

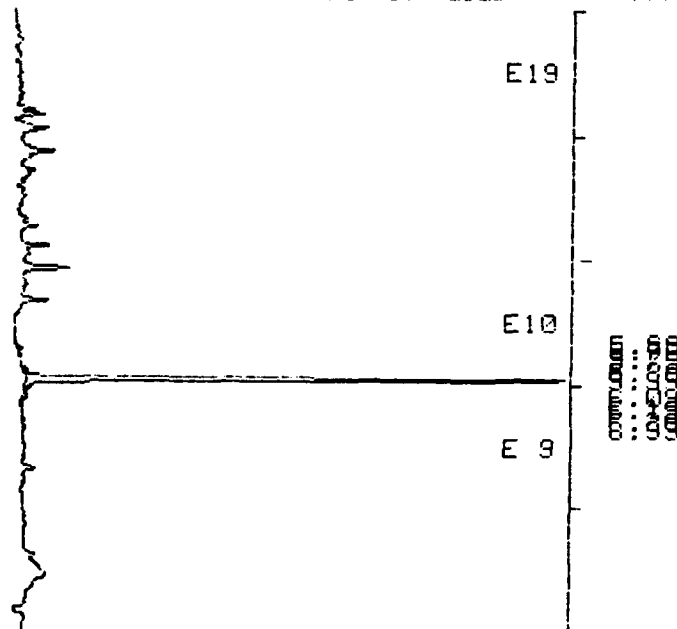
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	2782	.183	1.1
2	5.72	9950	.5872	7045	.608	1.4
3	5.79	1296	.0765	1215	.079	1.1
5	5.89	12358	.7293	7156	.755	1.7
6	5.95	1635897	96.5447	978401	100.000	1.7
7	6.09	14599	.8616	4748	.892	3.1
8	6.19	5330	.3145	2477	.325	2.2
9	6.23	4792	.2828	2754	.293	1.7
10	6.35	7229	.4266	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPOGJ Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being timed

150X #1507

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEPCGJ Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEPCGJ:HP9895.804.0 ON 2/06/1985 8:50

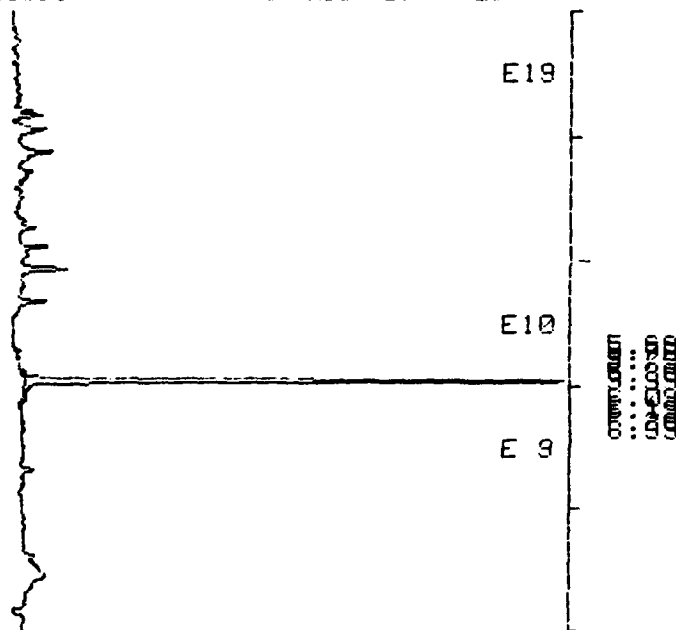
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak Ht.	Normalized	Area/Height	
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



***** 702 CYCLE 120 DBCP *****
 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEPCGJ Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEP06J Operator: EPO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPROCESSED WITH METHOD XEP06J:HP9895.804.0 ON 2/06/1985 8:50

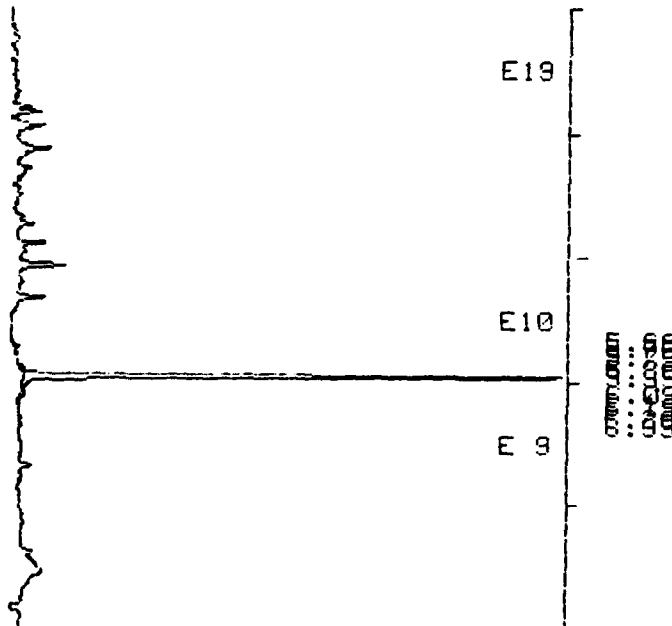
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.325	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEP06J Operator: EPO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being turned

150X 7/13/07

111111

Sample Name: DBCP
 Date: 2/05/1985 16:48 Method: XEP06J Operator: EFO
 Interface: 702 Cycle#:119 Channel#: 0 Vial#:N/A
 Instrument Type: VARIAN 3700 Column Type: SE-52: 30M
 Solvent Description: HEXANE
 Operating Conditions: 80C FOR 2 MIN THEN 80-140 AT 10/MIN
 Detector 0: ECD/A Detector 1:
 Misc. Information: SPLITLESS INJECTIONS OF DBCP

REPRODUCED WITH METHOD XEP06J:HP9895.804.0 ON 2/06/1985 8:50

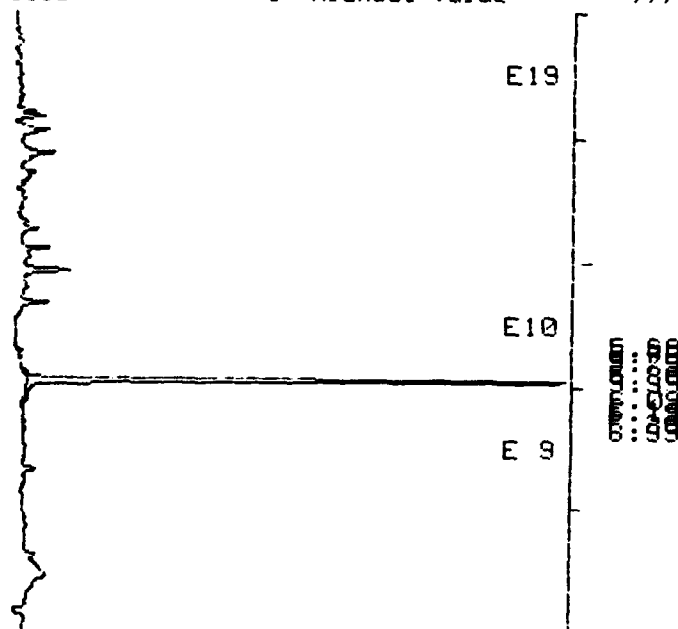
*** AREA PERCENT REPORT ***

STARTING DELAY: 3.00 ENDING RETENTION TIME: 8.01

Pk No.	Ret Time	Peak Area	Area %	Peak L	Peak Ht.	Normalized	Area/Height
1	5.68	2994	.1767	1	2782	.183	1.1
2	5.72	9950	.5872	1	7045	.608	1.4
3	5.79	1296	.0765	1	1215	.079	1.1
5	5.89	12358	.7293	1	7156	.755	1.7
6	5.95	1635897	96.5447	1	978401	100.000	1.7
7	6.09	14599	.8616	1	4748	.892	3.1
8	6.19	5330	.3145	1	2477	.323	2.2
9	6.23	4792	.2828	1	2754	.293	1.7
10	6.35	7229	.4266	1	4033	.442	1.8

TOTAL AREA = 1.694445E+6 Area Reject = 1000
 Time per sample = .2

Start time= 3.00 Stop time= 8.00 minutes Offset= 0
 Lowest Value = 1 Highest Value = 999999 Scale factor = 1



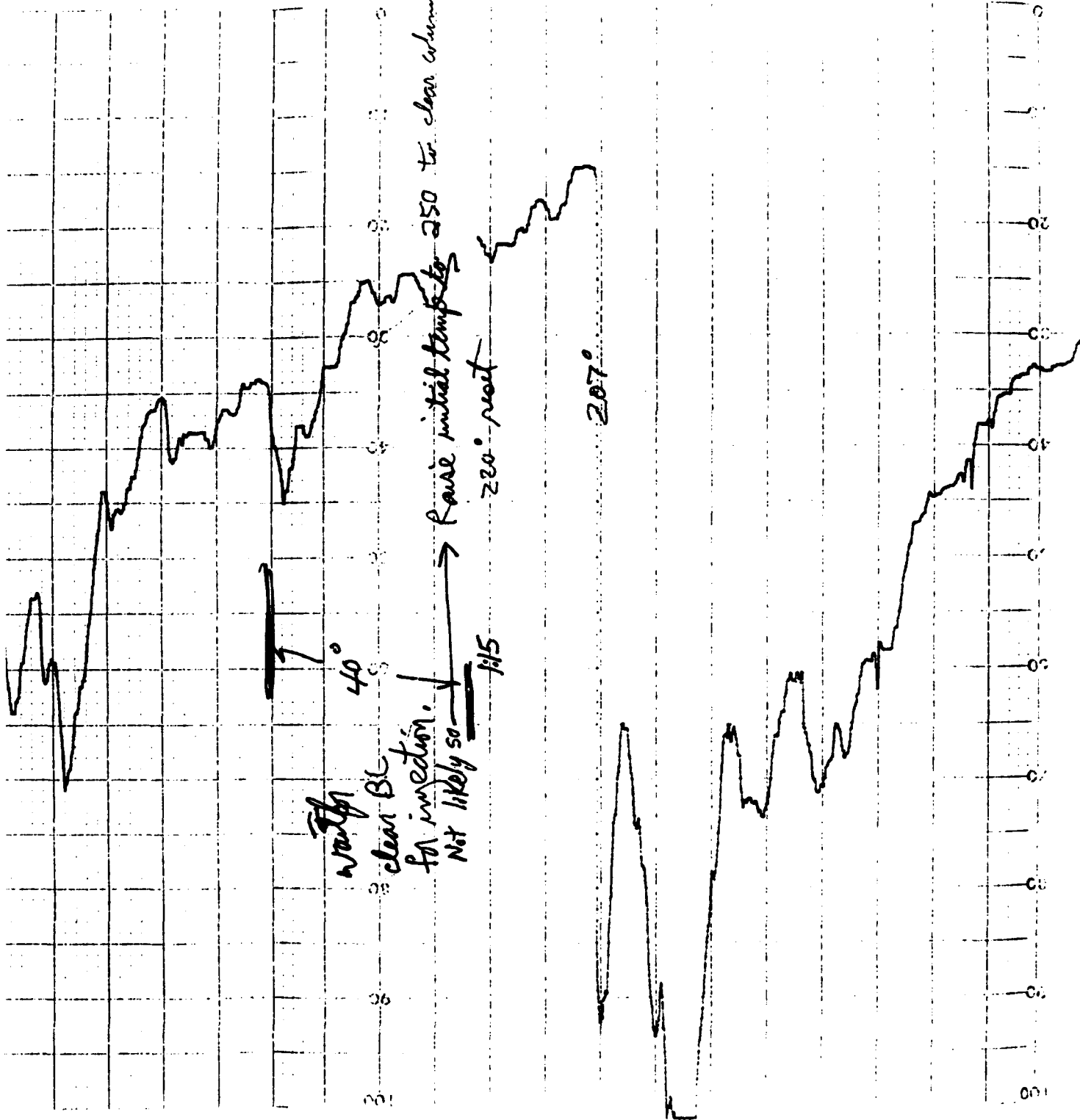
 ***** 702 CYCLE 120 DBCP *****

 Sample Name DBCP
 Date: 2/06/1985 8:56 Method: XEP06J Operator: EFO
 Interface: 702 Cycle#:120 Channel#: 0 Vial#:N/A

being times

1501 1507

111111



in your subject area. We have access to all major databases; there is no cost to you for the service. There is a request form included with this newsletter for access to this service. Current Awareness services are in addition to our customized non-recurring search service. Contact Ms. Handy or Ms. Knight for more information.

SUBSCRIPTION/BOOK ORDERS

Ms. Knight has been authorized as the approval authority for books and for both new requests and subscriptions to be renewed. Please forward such requests to the RTIC.

We are using an intermediary vendor to order subscriptions. The vendor will obtain a common expiration date for a title if possible; ultimately, most subscriptions will expire at the same time.

We are currently subscribing to multiple copies of several titles that are of interest to all employees. After our move to the ARF we will reduce these multiple subscriptions to one copy kept in the RTIC for all employees to use. A photocopy machine will be available in the RTIC for copying library materials.

Exceptions for duplicate subscriptions will be made on a case by case basis. This policy will not effect employees housed away from the main administrative complex.

PARKING LOT CONSTRUCTION

As a reminder, the parking lot behind building 111 is under construction and unavailable for use. The only lot available is east of the new Laboratory Sciences building. RMA security police are ticketing individuals who park illegally. Feel free to telephone us for library services.

RTIC REGISTRATION

If you would like to register for library privileges you may do so by filling out the following information. Cut out the form and return it to the RTIC. Please print or type all information except for the required signature. *Our fax*

NAME:

INFORMATION REQUIRED FOR GOV'T EMPLOYEE

OFFICE NAME/OFFICE SYMBOL:

TELEPHONE NUMBER:

INFORMATION REQUIRED FOR CONTRACTOR PERSONNEL

EMPLOYED BY/ADDRESS/TELEPHONE NUMBER

COMPLETE CONTRACT NUMBER:

CONTRACT EXPIRATION DATE:

COR FOR CONTRACT/TELEPHONE NUMBER:

PRIME CONTRACTOR: ☐ YES ☐ NO

IF SUBCONTRACTOR:

NAME/ADDRESS/POC OF PRIME CONTRACTOR

POC's TELEPHONE NUMBER:

SIGNATURE/DATE



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Handy, Government Librarian: Judith Knight

INSTRUCTIONS

FOR RTIC STATISTICS SHEET

1. ATTENDANCE - [A] DEFINED AS AUTHORIZED USERS PHYSICALLY APPEARING AT THE RTIC FOR ANY LIBRARY RELATED BUSINESS [B] DOES NOT INCLUDE DPA PERSONNEL VISITS UNLESS THEY ARE USING LIBRARY RESOURCES.

YOU RECORD: GU [GOVERNMENT USERS] AU [ACUMENIX USERS]
CU [CONTRACTOR USERS] DU [DPRA USERS]

2. CIRCULATION - RECORDED AS [A] INTERNAL (PULLED FOR USE IN LIBRARY, NOT CHECKED OUT) OR [B] EXTERNAL (CHECKED OUT)

YOU RECORD: CIO [INTERNAL/OTHER]
CEO [EXTERNAL/OTHER]
CID [INTERNAL/DPRA]
CED [EXTERNAL/DPRA]
CIA [INTERNAL/ACUMENIX]
CEA [EXTERNAL/ACUMENIX]

RMAO [REQUESTED NOT AVAILABLE; EVERYONE BUT DPRA]
RMAO [REQUESTED NOT AVAILABLE, DPRA]

3. INFORMATION REQUESTS - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC. METHOD OF REQUEST IS NOT RELEVANT [E.G., WALK-IN, TELEPHONE, LETTER]. PRECEDE THE TALLY WITH THE FIRST INITIAL OF YOUR NAME IN THE BLANK.

YOU RECORD: _ID [DPRA REQUESTS]
_IA [ACUMENIX REQUESTS]
_IO [ALL OTHER REQUESTS]

4. REFERENCE/RESEARCH REQUESTS - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF EXTERNAL DATABASES. THESE DATABASE SEARCHES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. PRECEDE THE TALLY WITH THE FIRST INITIAL OF YOUR NAME IN THE BLANK. METHOD OF REQUEST IS IRRELEVANT.

YOU RECORD: _RD [DPRA REQUESTS]
_RA [ACUMENIX REQUESTS]
_RO [ALL OTHER REQUESTS]

5. BIBLIOGRAPHIES PREPARED - THIS STATISTIC IS DERIVED FROM DATABASE SEARCHES. STATISTIC WILL BE KEPT FROM EXTERNAL DATABASES ONLY; RTIC CATALOG DATABASES ARE COUNTED IN AS AN INFORMATION OR REFERENCE REQUEST DEPENDING UPON TIME INVOLVED. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 6. [AMIRA/JUDY ONLY]

YOU RECORD: _BD [DPRA REQUESTS]
_BA [ACUMENIX REQUESTS]
_BG [GOV'T EMPLOYEE REQUESTS]
_BC [ALL OTHER CONTRACTOR REQUESTS]

SUBSCRIPTION ORDER FORM

TITLE: Federal Employees' News Digest

DATE ORDERED: 30 April 92

FAXON NUMBER: 044533

PRICE: \$50

PUBLISHER'S ADDRESS [IF NO FAXON NUMBER]:

SHIP TO ADDRESS: AMXRM-GC

YEARS TO ORDER: 1 YEAR ONLY

SUB PERIOD: WITH NEXT AVAILABLE ISSUE

RECOMMENDED BY: RENEWAL AMXRM-GC [SUBSCRIPTION EXPIRED]

OTHER STATISTICS NEEDED

1. NEED TO COUNT OVERDUE NOTICES AS THEY ARE GENERATED. THE COUNT NEEDS TO BE ONE EACH FOR EACH OVERDUE ITEM REGARDLESS OF THE NUMBER OF USERS HAVING OVERDUES [e.g., IF EMPLOYEE X HAS 10 OVERDUE ITEMS THE COUNT IS 10, NOT ONE].

2. COLLECTION COUNT NEEDED:

TOTAL NUMBER OF REPORT TITLES

COUNT OF INDIVIDUAL PIECES IN REPORTS [VOLUMES, MAPS, PARTS,
ETC.]

COUNT OF INDIVIDUALLY CATALOGED MAPS

COUNT OF INDIVIDUALLY CATALOGED PHOTOGRAPHS

6. BIBLIOGRAPHIC FILES ACCESSED - COUNTED IN THE FOLLOWING WAY: [A] "ONE-SEARCH" - MULTIPLE FILES ACCESSED SIMULTANEOUSLY, COUNTS AS ONE PER SEARCH TOPIC [MAY BE MULTIPLE STRATEGIES]. FOR EXAMPLE USING "ENVIRON" ON DIALOG TO SEARCH FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL COUNTS AS 1 FILE ACCESSED. [B] INDIVIDUAL FILES - SEARCHING FOR METHODS OF ANALYZING FOR MANGANESE IN WATER OR SOIL AND GOING INTO NTIS, WATERNET, AND TOXLINE INDIVIDUALLY COUNTS AS 3 FILES ACCESSED. [C] NON-BIBLIOGRAPHIC FILES SUCH AS OCLC, CARL, EPA, ETC COUNT AS ONE FILE/SEARCH TOPIC. [AMIRA/JUDY ONLY]

YOU RECORD: __OS [ONE-SEARCH]
 __IF [INDIVIDUAL FILES]
 __NF [NON-BIBLIOGRAPHIC FILES]

7. SPECIAL PROGRAMS PREPARED. COUNT ONE EACH [e.g., FOR ANY PROGRAM PREPARED THE COUNT IS ONE FOR THE "PROGRAM"; FOR ET THE COUNT IS ONE EACH FOR EACH END USER TRAINED].

YOU RECORD: IP [INTERNAL PROGRAMS]
 EP [EXTERNAL PROGRAMS]
 TR [TOURS, ORIENTATIONS]
 ET [END USER TRAINING]

8. SELECTIVE DISSEMINATION OF INFORMATION. [AMIRA/JUDY]

YOU RECORD: __SDI

9. NEW DOCUMENTS RECEIVED.

YOU RECORD: SUBM

10. SPECIAL PROJECTS. PROVIDE A BRIEF WRITTEN NARRATIVE OF THE PROJECT AND AN APPROXIMATION OF THE TIME REQUIRED TO COMPLETE. DO NOT RECORD THE PROJECT UNTIL IT IS FINISHED.

INSTRUCTIONS FOR RTIC STATISTICS SHEET

1. ATTENDANCE - [A] DEFINED AS AUTHORIZED USERS PHYSICALLY APPEARING AT THE RTIC FOR ANY LIBRARY RELATED BUSINESS [B] DOES NOT INCLUDE DPA PERSONNEL VISITS UNLESS THEY ARE USING LIBRARY RESOURCES.

YOU RECORD: GU [GOVERNMENT USERS] AU [ACUMENIX USERS]
CU [CONTRACTOR USERS] DU [DPRA USERS]

2. CIRCULATION - RECORDED AS [A] INTERNAL (PULLED FOR USE IN LIBRARY, NOT CHECKED OUT) OR [B] EXTERNAL (CHECKED OUT)

YOU RECORD: CIO [INTERNAL/OTHER]
CEO [EXTERNAL/OTHER]
CID [INTERNAL/DPRA]
CED [EXTERNAL/DPRA]
CIA [INTERNAL/ACUMENIX]
CEA [EXTERNAL/ACUMENIX]

RMAO [REQUESTED NOT AVAILABLE; EVERYONE BUT DPRA]
RMAO [REQUESTED NOT AVAILABLE, DPRA]

3. INFORMATION REQUESTS - DEFINED AS A REQUEST FROM A USER THAT REQUIRES FEWER THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE A RTIC CATALOG SEARCH, VERIFICATION OF INFORMATION IN A DOCUMENT, BOOK, ETC. METHOD OF REQUEST IS NOT RELEVANT [E.G., WALK-IN, TELEPHONE, LETTER]. PRECEDE THE TALLY WITH THE FIRST INITIAL OF YOUR NAME IN THE BLANK.

YOU RECORD: ID [DPRA REQUESTS]
IA [ACUMENIX REQUESTS]
IO [ALL OTHER REQUESTS]

4. REFERENCE/RESEARCH REQUESTS - DEFINED AS TAKING MORE THAN 15 MINUTES OF A STAFF MEMBER'S TIME TO ANSWER. MAY INCLUDE IN DEPTH RESEARCH INTO TECHNICAL REPORTS FOR DATA, INFORMATION, ETC. MAY ALSO INCLUDE ONLINE SEARCH OF EXTERNAL DATABASES. THESE DATABASE SEARCHES ARE COUNTED AS A STATISTIC ELSEWHERE BUT MAY COMPRISE PART OF THIS ELEMENT IN TERMS OF TIME. PRECEDE THE TALLY WITH THE FIRST INITIAL OF YOUR NAME IN THE BLANK. METHOD OF REQUEST IS IRRELEVANT.

YOU RECORD: RD [DPRA REQUESTS]
RA [ACUMENIX REQUESTS]
RO [ALL OTHER REQUESTS]

5. BIBLIOGRAPHIES PREPARED - THIS STATISTIC IS DERIVED FROM DATABASE SEARCHES. STATISTIC WILL BE KEPT FROM EXTERNAL DATABASES ONLY; RTIC CATALOG DATABASES ARE COUNTED IN AS AN INFORMATION OR REFERENCE REQUEST DEPENDING UPON TIME INVOLVED. COUNT WILL BE ONE EACH FOR A GIVEN TOPIC [E.G., ANALYSIS OF MANGANESE IN WATER OR SOIL]. NUMBER OF DATABASES ACCESSED IS KEPT IN # 6. [AMIRA/JUDY ONLY]

YOU RECORD: BD [DPRA REQUESTS]
BA [ACUMENIX REQUESTS]
BG [GOV'T EMPLOYEE REQUESTS]
BC [ALL OTHER CONTRACTOR REQUESTS]

MEMORANDUM FOR DPRA/Mr. McCulloch

April 30, 1992

SUBJECT: Subscription to Order

- 1. At enclosure 1 is a renewal journal order. This orders is based on a request from the department noted as "ship to".**
- 2. Please order it from the Faxon Federal Information Services. The order information provided should be sufficient; if not, please ask the vendor to call either Ms. Hamdy or me.**

**JUDITH A. KNIGHT
Technical Librarian**

cf: AMXRM-I/Ms. Abbott

CHECKOUT CARDS AND CATALOG CARDS WHICH NEED TO BE PRINTED

CTRL NO. -----	CHECKOUTS -----	CATALOG CARDS -----	DATE -----
92111R02	_____	_____	_____

RICCAT

Shell's Total Type of Visits:

Phone references:	0
On line search:	0
Research:	0
New documents received:	0
Documents checked-out:	0
Documents returned:	0
Library use:	0
Visited the RTIC Center:	0

Total information requested:	0
Number of new documents submitted:	0
Number of new documents checked-out:	0
Number of new documents returned:	0

Contractor's Total Type of Visits:

Phone references:	89
On line search:	62
Research:	0
New documents received:	2
Documents checked-out:	47
Documents returned:	34
Library use:	21
Visited the RTIC Center:	17

Total information requested:	272
Number of new documents submitted:	2
Number of new documents checked-out:	204
Number of new documents returned:	321

Other Group's Total Type of Visits:

Phone references:	22
On line search:	17
Research:	1
New documents received:	0
Documents checked-out:	28
Documents returned:	28
Library use:	8
Visited the RTIC Center:	12

Total information requested:	116
Number of new documents submitted:	0
Number of new documents checked-out:	119
Number of new documents returned:	126

GOVERNMENT DOCUMENTS (NON-TECHNICAL) LISTING (for editing)

TITLE: DOD TELEPHONE DIRECTORY

ORDER NUMBER: 92-2

DATE ORDERED: 01/16/92

DATE RECEIVED: / /

ITEMS ORDERED: 2

SOURCE: GPO-DC

PRICE: \$ 0.00

STOCK NUMBER:

ORDERED FOR: 1 PR-RMA [APG], RTIC

TELEPHONE NUMBER (gov't):

PMRMA's Total Type of Visits:

Phone references:	0
On line search:	0
Research:	0
New documents received:	0
Documents checked-out:	0
Documents returned:	0
Library use:	0
Visited the RTIC Center:	0

Total information requested:	0
Number of new documents submitted:	0
Number of new documents checked-out:	0
Number of new documents returned:	0

Public's Total Type of Visits:

Phone references:	0
On line search:	0
Research:	0
New documents received:	0
Documents checked-out:	0
Documents returned:	0
Library use:	0
Visited the RTIC Center:	0

Total information requested:	0
Number of new documents submitted:	0
Number of new documents checked-out:	0
Number of new documents returned:	0

RMA's Total Type of Visits:

Phone references:	0
On line search:	0
Research:	0
New documents received:	0
Documents checked-out:	0
Documents returned:	0
Library use:	0
Visited the RTIC Center:	0

Total information requested:	0
Number of new documents submitted:	0
Number of new documents checked-out:	0
Number of new documents returned:	0

AMXRM-TED (340a)

27 April 1992

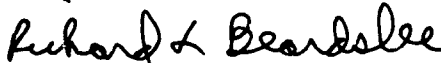
MEMORANDUM FOR DISTRIBUTION B

SUBJECT: Delegation of Authority

Individuals indicated are appointed Acting Ch, Engineering Design Branch during the absence of the undersigned for the dates indicated.

11-15 May 1992
18-21 May 1992

Thomas Wilus
Roger Hildreth


RICHARD L. BEARDSLEE
Chief, Engineering Design
Branch

AMXRM-R (11-2)

28 April 1992
06-92

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Appointment of the Internal Control Administrator(s)

1. The following individuals are APPOINTED as indicated:

NOWELL, LINDA K., GS-12, Program Manager, Rocky Mountain Arsenal (PMRMA), ATTN: AMXRM-RPB, Commerce City, CO 80022-2180

Appointed as: Principal Internal Control Administrator

FRENCH, BETTY L., GS-09, Program Manager, Rocky Mountain Arsenal (PMRMA), ATTN: AMXRM-RPB, Commerce City, CO 80022-2180

Appointed as: Alternate Internal Control Administrator

Authority: AR 11-2, Paragraph 1-4f(1)
Effective Date: 28 April 1992
Purpose: To Comply with the instructions outlined in AR 11-2.

Special Instructions: To administer the Internal Control Program in accordance with the regulatory guidance and policies of HQ Army Materiel Command (AMC). Establishing and revising as necessary the organization's program procedure(s) and the Internal Control Reporting (ICR) system. Reviews and evaluates performance, progress, program status and trends in any functional area of the PMRMA Contamination Cleanup Program against approved milestones and schedules.

2. This order supersedes any existing order governing the Internal Control Program for PMRMA.


EUGENE H. BISHOP
Colonel, CM
Program Manager

DISTRIBUTION:
B

Miss Judy -- Just wanted to run pass an e-mail I rec'd from West Point to be sure I'm interpreting correctly. I nkow you're getting sick to death with these ?s!

She is writing procedures for the library & says the MLC voted to have depts pay for their own purchases using their own APC codes. (Is this the same as Elements of Resource?) Her next statement--"This means the books are dept property & not library books"

I think this is an erroneous statement. Regardless of the source of funds they are library property. She seems to be confused with AR 735-17 #1

"This reg sets forth the policies & procedures for accounting for DA Library materials regardless of source of funds." I think the word "library" is confusing her but I think she has to take that entire sentence in context without believing that the books are dept property. #1 tells us what types of materials are excluded from library accountability. Her boss told her that dept books that are less than \$100 in value do not require a hand-receipt. I think this is correct--They do still need to be shipped to the library, or do they? Do libraries have a property book separate from the Log property book? Does the LOG property book really keep track of those textbooks that are purchased in support of an Army course/correspondence?

I think that covers it. I bet you never thought there could be so many interpretations to something that is so straight-forward! Thanks for your input!

Anni

Subject: Excess journals

Miss Judy--I have only rec'd 1 list of excess journals from a MEDDAC. Is this common? I expected to receive more. Also, Frank had someone (I think military assigned to library) complete the technician's course-- does any office (mine or ?) provide a letter or certificate? I sent back his 2 batches of ULSs!

Anni

1455496 NTIS Accession Number: AD-A218 848/0/XAB
Genetic and Biochemical Characterization and Manipulation of
Plasmid-borne, Broad-spectrum Organophosphate Hydrolases from Soil Bacteria
(Final rept. 18 Dec 86-18 Dec 89)
Wild, J. R. Feb 90 5p

1392808 NTIS Accession Number: AD-A206 000/2/XAB
Determination of Lewisite Contamination in Environmental Waters by
High-Performance Liquid Chromatography
(Technical rept. Nov 87-Apr 88)
Bossle, P. C. ; Ellzy, M. W. ; Martin, J. J.
Jan 89 11p

3/5/5 (Item 2 from file: 305)
096988 AA Accession No.: 51-10-G-00003 DOC. TYPE: Journal
Development of an analytical method for the determination of glyphosate and (aminomethyl)phosphonic acid residues in soils by nitrogen-selective gas chromatography.

AUTHOR: Roy, D. N.; Konar, S. K.
CORPORATE SOURCE: Fac. For., Univ. Toronto, Toronto, Ont. M5S 1A1, Canada
JOURNAL: J. Agric. Food Chem., Volume: 37, Issue: 2, Page(s): 441-443
CODEN: JAFCAU ISSN: 0021-8561

PUBLICATION DATE: Mar-Apr 1989 (890300/890400) LANGUAGE: English

ABSTRACT: A finely ground sample (5 g) was shaken with conc. H₃PO₄ (0.5 ml) for 2 min, H₂O (100 ml) was added, followed by CHCl₃ (50 ml), and the slurry was blended for 2 min. After filtration, the residue was washed with H₂O (2 .times. 40 ml) and CHCl₃ (50 ml). The aq. layer was washed with hexane (50 ml) and then with ethyl acetate (50 ml). Charcoal was added to the aq. layer which was then filtered and the filtrate was concentrated in vacuo at 60.degree., filtered (0.45 .mu.m) and adjusted to pH 0.5 with H₃PO₄. The soln. was evaporated, the residue was derivatized with trifluoroacetic anhydride - trifluoroethanol, and the resulting soln. was analysed on a glass column (1.8 m .times. 3 mm) of Ultrabond 20SE on support (80 to 100 mesh), at 150.degree., with N as carrier gas (50 ml min.minus.1) and N - P detection. The mean recoveries of glyphosphate and its metabolite (aminomethyl)phosphonic acid added to organic, clay and sandy soils were 75 and 66%, respectively; the corresponding detection limits were 0.05 and 0.01 .mu.g g.minus.1.

ANALYTE: glyphosate (1071-83-6) --detmn. of, and its metabolite, in soil, by GC

MATRIX: soil --detmn. of glyphosate and its metabolite in, by GC

0475140 API Document No.: 3830544

Separation of phenols by packed-column supercritical fluid chromatography ((SFC))

Author: Berger T A; Deye J F

Source: Journal of Chromatographic Science (ISSN 0021-9665) V29 N.2 54-59 (February 1991)

1539280 NTIS Accession Number: AD-A234 110/5/XAB

Genetic and Biochemical Manipulation of a Broad-Spectrum Organophosphate Degrading System (Interim rept)

Wild, J. R. ; Raushel, F. M. 31 Jan 91 7p

1536098 NTIS Accession Number: AD-A233 135/3/XAB

Confirmation of Chemical Warfare Agents and Their Hydrolysis Products in Soil

D'Agostino, P. A. ; Provost, L. R. ; Ouellette, S. D. Jan 91 40p

1510691 NTIS Accession Number: AD-A226 769/8/XAB

Determination of 2-Chlorovinylarsonic Acid in Environmental Waters by Ion Chromatography (Final rept. Jul-Nov 89)

Bossle, P. C. ; Pleva, S. G. ; Martin, J. J.



NEWS FROM THE RTIC

THE ROCKY MOUNTAIN ARSENAL
TECHNICAL INFORMATION CENTER

Volume 1 Number 2

February 1992



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342). MANAGED BY DPRA
INCORPORATED IN ASSOCIATION WITH DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian:
Amira Handy, Government Librarian: Judy Knight

8076426 EMBASE No: 91106471

Long-term health effects of aldrin and dieldrin. A study of exposure, health effects and mortality of workers engaged in the manufacture and formulation of the insecticides aldrin and dieldrin

De Jong G.

Shell Internationale Petroleum Maatschappij B.V., Health, Safety and Environment Division, P.O. Box 162, 2501 AN The Hague Netherlands

TOXICOL LETT. (Netherlands) , 1991, -/SUPPL APR. (III-206) CODEN: TOLED ISSN: 0378-4274 ADONIS ORDER NUMBER: 037842749100081T
LANGUAGES: English

02572937 Subfile: BIOSIS-91-16260

A study of exposure, health effects and mortality of workers engaged in the manufacture and formulation of the insecticides aldrin and dieldrin.

DE JONG G

Shell Internationale Petroleum Maatschappij B.V., Health, Safety Environ. Div., P.O. Box 162, 2501 AN Hague, Neth.

Source: TOXICOL LETT (AMST); 0 (SUPPL). 1991. V-XI, 1-206. Coden: TOLED

Language: ENGLISH

BIOSIS COPYRIGHT: BIOL ABS.

AMXRM-DOC

27 March 92

MEMORANDUM FOR DISTRIBUTION: TO ALL "B"

SUBJECT: CHIEF OF CONTRACTING DIVISION

1. Ms. Karen Lee Simpson of the Naval Regional Contracting Center, Long Beach, California has been offered and has accepted the position of Chief of Contracting at Rocky Mountain Arsenal.
2. Ms. Simpson, who is a Contract Negotiator/Contracting Officer, is extremely well qualified to fill this position. Her tentative reporting date is 4 May 92.


THEODORE L. HORNSBY, JR.
Acting Chief - Contracting Division

Press the F10 Key to exit to PC DOS
Press the F9 Key for function key operation

BOOK/SERIAL ORDER FORM

AUTHOR: Whitaker, John O.

TITLE: The Audubon Society field guide to North American mammals

PUBLISHER: Knopf [dist. by Random House]

YEAR PUBLISHED: 1980

PRICE: \$25.00 [est]

ISBN/ISSN: 0-395-xxxxxxx

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable]

AUTHOR: Webber, William A.

TITLE: Handbook of plants of the Colorado Front Range. Rocky Mountain flora: a field guide for the identification of ferns, conifers, and flowering plants of the southern Rocky Mountains from Pikes Peak to Rocky Mountain National Park and from the plains to the Continental Divide.

PUBLISHER: Boulder, Colorado Associated University Press

YEAR PUBLISHED: 5th ed, rev, or latest

PRICE: \$30 [est]

ISBN/ISSN:

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable]

BOOK/SERIAL ORDER FORM

AUTHOR: Peterson, Roger Tory

TITLE: A field guide to western birds

PUBLISHER: Houghton Mifflin

YEAR PUBLISHED: 1990

PRICE: \$22.95

ISBN/ISSN: 0-395-51749999-4

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable] - recommended USFWS

AUTHOR: Dunne, Pete

TITLE: Hawks in flight

PUBLISHER: Houghton-Mifflin

YEAR PUBLISHED: 1988

PRICE: \$17.95

ISBN/ISSN: 0-395-42388-0

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable]

AUTHOR: Koenigseck, Edward von

TITLE: Technical writing for private industry

PUBLISHER: Krieger

YEAR PUBLISHED: 1991

PRICE: \$24.50

ISBN/ISSN: 0-89464-363-0

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable]

BOOK/SERIAL ORDER FORM

AUTHOR: Johnsgard, Paul A.

TITLE: Hawks, Eagles, and Falcons of North America

PUBLISHER: Smithsonian Institution

YEAR PUBLISHED: 1990

PRICE: \$45.00

ISBN/ISSN: 0-87472-682-5

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable] - recommended USFWS

AUTHOR: Turabian, Kate L.

TITLE: A manual for writers of term papers, theses, and dissertations

PUBLISHER: University of Chicago Press

YEAR PUBLISHED: 1987, 5th ed.

PRICE: est. \$20

ISBN/ISSN:

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library reference [accountable]

AUTHOR: Page, Lawrence

TITLE: A field guide to freshwater fishes

PUBLISHER: Houghton Mifflin

YEAR PUBLISHED: 1991

PRICE: \$15.95 [pap]

ISBN/ISSN: 0-395-53933-1

SOURCE: Tattered Cover

DATE ORDERED: 07 April 1992

DATE RECEIVED:

NOTES: Library [accountable] USFWS recommendation

BOOK/SERIAL ORDER FORM

AUTHOR: Mc, Neil, Mary

TITLE: Earth Sciences Reference

PUBLISHER: Flamingo Press

YEAR PUBLISHED: 1991

PRICE: \$52.00

ISBN/ISSN: 0-938905-01-5

SOURCE: Tattered Cover

DATE ORDERED: 25 March 1991

DATE RECEIVED:

NOTES: Library reference [accountable]

AUTHOR: Van der Leeden, Frits et al.

TITLE: The water encyclopedia

PUBLISHER: Lewis Publishers

YEAR PUBLISHED: 1990

PRICE: \$125.00

ISBN/ISSN: 0-87371-120-3

SOURCE: Tattered Cover

DATE ORDERED: 25 March 1992

DATE RECEIVED:

NOTES: Library reference [accountable]

BOOK/SERIAL ORDER FORM

AUTHOR: Montgomery, John H.

TITLE: Groundwater Chemicals Desk Reference

PUBLISHER: Lewis Publishers

YEAR PUBLISHED: 1990

PRICE: \$65.00

ISBN/ISSN: 0-87371-286-2

SOURCE: Tattered Cover

DATE ORDERED: 25 March 1991

DATE RECEIVED: 10 April 1992

NOTES: Library reference [accountable] 92-2

AUTHOR: Lawrence, Eleanor Henderson, I. F.

TITLE: Henderson's Dictionary of Biological Terms

PUBLISHER: Wiley-Interscience

YEAR PUBLISHED: 1989

PRICE: \$54

ISBN/ISSN: 0-470-2144-5

SOURCE: Tattered Cover

DATE ORDERED: 25 March 1992

DATE RECEIVED: 10 April 1992

NOTES: Library reference [accountable] 92-2

AUTHOR: Allaby, Micheal

TITLE: Dictionary of the environment

PUBLISHER: New York University

YEAR PUBLISHED: 1989

PRICE: \$85

ISBN/ISSN: 0-8147-0591-X

SOURCE: Tattered Cover

DATE ORDERED: 25 March 1992

DATE RECEIVED:

NOTES: Library reference [accountable]

BOOK/SERIAL ORDER FORM

AUTHOR: Sparks, Donald L.

TITLE: Kinetics of soil chemical processes

PUBLISHER: Academic Press

YEAR PUBLISHED: 1989

PRICE: \$34.95

ISBN/ISSN: 0-122-656440-X

SOURCE: Tattered Cover

DATE ORDERED: 09 April 1992

DATE RECEIVED:

NOTES: Library [accountable] - recommended AMXRM-LS Book 409A

AUTHOR: Somasundaram, L.

TITLE: Pesticide transformation products [ACS Symposium Series, 459]

PUBLISHER: American Chemical Society

YEAR PUBLISHED: 1991

PRICE: \$64.95

ISBN/ISSN: 0-8412-1994-X

SOURCE: Tattered Cover

DATE ORDERED: 09 April 1992

DATE RECEIVED:

NOTES: Library [accountable] - Recommended AMXRM-LS

AUTHOR: Hackh, Ingo W. D. (rev & ed by Roger Grant)

TITLE: Grant & Hackh's chemical dictionary: American, international, European and British usage...

PUBLISHER: McGraw-Hill

YEAR PUBLISHED: c1987

PRICE: \$?

ISBN/ISSN:

SOURCE: Tattered Cover

DATE ORDERED: 09 April 1992

DATE RECEIVED:

NOTES: Library reference - [accountable]



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342).
OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH
DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Hamdy,
Government Librarian: Judith Knight

SIGNATURE/DATE

RTIC REGISTRATION

If you would like to register for library privileges you may do so by filling out the following information. Cut out the form and return it to the RTIC. If you wish to fax the form our fax number is: (303) 289-0205. Please print or type all information on the form except for the required signature.

NAME:

**INFORMATION REQUIRED FOR GOV'T
EMPLOYEE:**

OFFICE NAME/OFFICE SYMBOL:

TELEPHONE NUMBER:

**INFORMATION REQUIRED FOR CONTRACTOR
PERSONNEL**

EMPLOYED BY/ADDRESS/TELEPHONE NUMBER

COMPLETE CONTRACT NUMBER:

CONTRACT EXPIRATION DATE:

COR FOR CONTRACT/TELEPHONE NUMBER:

PRIME CONTRACTOR: ☐ YES ☐ NO

IF SUBCONTRACTOR:

NAME/ADDRESS/POC OF PRIME CONTRACTOR

POC'S TELEPHONE NUMBER:



ROCKY MOUNTAIN ARSENAL TECHNICAL INFORMATION CENTER (303-289-0342).
OFFICE HOURS: 7:30 am - 4:00 pm. MANAGED BY DPRA INCORPORATED IN ASSOCIATION WITH
DATAFILMS, INC. AND DP ASSOCIATES, INC. RTIC Librarian: Amira Hamdy,
Government Librarian: Judith Knight

AUTHOR(s): Ellis, William, 1947-
TITLE(s): Treatment of contaminated soils with aqueous surfactants /
William D. Ellis, James R. Payne and G. Daniel McNabb.

Cincinnati, OH : U.S. Environmental Protection Agency,
Hazardous Waste Engineering Research Laboratory, 1986.
"EPA/600/S2-85/129."

TITLE(s): Soil physiochemical parameters affecting metal availability
in sludge-amended soils / R.P. Gambrell ... [et al.].

Cincinnati, OH : U.S. Environmental Protection Agency,
Research and Development, Water Engineering Research
Laboratory, [1986]

AUTHOR(s): Collin, P. H. (Peter Hodgson)
TITLE(s): Dictionary of ecology and the environment / P.H. Collin.
Teddington, Middlesex [England] : P. Collin Pub., 1988.

TITLE(s): Dictionary of geological terms / Robert L. Bates and Julia
A. Jackson, editors ; prepared under the direction of the
American Geological Institute.

3rd ed., Anchor Books ed.

Garden City, N.Y. : Anchor Press/Doubleday, 1984.

AUTHOR(s): Schorr, Alan Edward.
TITLE(s): Federal documents librarianship, 1879-1987 / Alan Edward
Schorr.
Juneau, Alaska, USA : Denali Press, c1988.

AUTHOR(s): Hernon, Peter.
TITLE(s): Public access to government information : issues, trends,
and strategies / Peter Hernon, Charles R. McClure.
2nd ed.
Norwood, N.J. : Ablex Pub. Corp., c1988.

AUTHOR(s): Gilmer, Lois C.
TITLE(s): Genealogical research and resources : a guide for library
use / by Lois C. Gilmer.
Chicago : American Library Association, 1988.

1435292 NTIS Accession Number: NUREG-1379/XAB
NRC (Nuclear Regulatory Commission) Editorial Style Guide
Oct 89 63p
Also available from Supt. of Docs.
NTIS Prices: PC A04/MF A01

1368591 NTIS Accession Number: DE89001907/XAB
EIA (Energy Information Administration) Publication Manual: Fourth
Edition
Report No.: DOE/EIA-0415(88)
1988 82p
NTIS Prices: PC A05/MF A01

1302525 NTIS Accession Number: PB88-136890/XAB
Biological Report Style Manual
(Final rept.)
Farris, G. S. ; Zuboy, J. R.
Sep 87 56p
NTIS Prices: PC A04/MF A01

1243759 NTIS Accession Number: AD-A177 791/1/XAB
Technical Report Writer's Style Manual. Revision
(Final rept. Mar 86-Jan 87)
Boblenz, J. N. ; Calhoun, A. A.
Army Tank-Automotive Command, Warren, MI.
Report No.: TACOM-TR-12680
Jan 87 88p
Revision no. 4 of report dated Oct 82.
NTIS Prices: PC A05/MF A01

AUTHOR(s): Cade, Tom J.
TITLE(s): Peregrine falcon populations 949 pages 1988 The Peregrine
Fund, Inc./World Center for Birds of Prey/5666 West Flying
Hawk Lane/Boise, ID 8???? \$45.00
ISBN: 0-9619839-0-6
Review: This impressive book describes the return from the brink of
extinction of the world's most charismatic bird. Just as
Peregrine Falcon Populations: Their Biology and Decline,
ed. by J.J. Hickey (1969), reported their worldwide
population crash because of pesticides, the present title
reports how peregrines recovered because of captive
breeding and releasing programs, the regulation of the
more insidious pesticides, and other conservation efforts
and research. Both books are based on international
conferences of biologists concerned with peregrines and
other raptors. Produced at cost, this nearly 1,000-page
compendium is a bargain of the highest quality. Its 127
contributors have written 81 chapters organized around 10
themes that include the status of peregrine populations
since 1965 in North America, Europe, or elsewhere; DDT and
other chemical problems; captive propagation;
reintroduction and management; and population dynamics and
ecology. There are also a summary, conclusion, and five
technical appendixes as well as 68 excellent
black-and-white photographs. All libraries with an
interest in conservation, wildlife, environmental, and
ecological studies should acquire this superior production
as well as the 1969 volume, which document one
of the most dramatic declines and recoveries of a widely
distributed organism known to the human race. Highly
recommended.

REVIEWED BY:

DIVISION:

PURCHASE: ☐ YES ☐ NO

DATE:

AUTHOR(s): Cade, Tom J.
TITLE(s): Peregrine falcon populations 949 pages 1988 The Peregrine
Fund, Inc./World Center for Birds of Prey/5666 West Flying
Hawk Lane/Boise, ID 8???? \$45.00
ISBN: 0-9619839-0-6
Review: This impressive book describes the return from the brink of
extinction of the world's most charismatic bird. Just as
Peregrine Falcon Populations: Their Biology and Decline,
ed. by J.J. Hickey (1969), reported their worldwide
population crash because of pesticides, the present title
reports how peregrines recovered because of captive
breeding and releasing programs, the regulation of the
more insidious pesticides, and other conservation efforts
and research. Both books are based on international
conferences of biologists concerned with peregrines and
other raptors. Produced at cost, this nearly 1,000-page
compendium is a bargain of the highest quality. Its 127
contributors have written 81 chapters organized around 10
themes that include the status of peregrine populations
since 1965 in North America, Europe, or elsewhere; DDT and
other chemical problems; captive propagation;
reintroduction and management; and population dynamics and
ecology. There are also a summary, conclusion, and five
technical appendixes as well as 68 excellent
black-and-white photographs. All libraries with an
interest in conservation, wildlife, environmental, and
ecological studies should acquire this superior production
as well as the 1969 volume, which document one
of the most dramatic declines and recoveries of a widely
distributed organism known to the human race. Highly
recommended.

REVIEWED BY:

DIVISION:

PURCHASE: ☐ YES ☐ NO

DATE:

AMXRM-R

5 March 1992

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Rescheduling of Mandatory Training

1. The Hazardous/Toxic Waste Management Training previously scheduled for 30-31 March 1992, is now being held 26-27 March 1992, 0800-1600, in the PMRMA "Change" House, Building 121.
2. Individuals who have scheduled leave or TDY during this time frame are requested to contact Resource Management Division, ext 5133.



LOLA M. MCCOWAN
Deputy Resource Management

DISTRIBUTION:

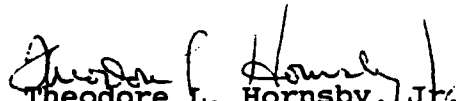
B

5 MAR 1992

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: COR Training

1. The COR training that was scheduled was to be based on a series of videotapes made by ALMC. We received the tapes shortly before class 01 was to begin.
2. Unfortunately, the tapes were of poor quality and lacked the content we felt was important for this course. We have been going over the tapes, trying to edit them to salvage the material that is necessary to obtain certification and supplement them with local instruction. In the end, it was apparent that we were trying to make a silk purse out of a sow's ear. The decision was made that this training was too important to present an inadequate program. Therefore, the COR training classes currently scheduled are canceled.
3. We apologize for any inconvenience this has caused you. We are pursuing other avenues to come up with a quality training program. Discussions are being held with other installations to see what they are using. The possibility of having ALMC sending instructors out for an on site course is also being considered. Our goal is to ensure that the training program is a quality product that is beneficial to performing your duties. As soon as we have something lined up, you will be notified and the classes will be rescheduled.
4. POC for this office is Dennis Foley, ext 5388.


Theodore L. Hornsby, Jr.
Chief, Contracting Division

Distribution: B

Enclosure 1 to Enclosure 2 - Handbook for Report Generation and Information Center Use

1. **Introduction.** This handbook will outline the procedures required to generate the report(s) required for the contract you hold for some aspect of environmental remediation at Rocky Mountain Arsenal. Reports control is a new function of the RMA Technical Information Center (RTIC); however the U.S. Army does require control of the function. Our "control" extends only to format and to ensuring accuracy of your bibliographic citations. We will work with you closely to produce a quality product that will conform to the U.S. Army's expectations of your contractual fulfillment.

2. **Literature Searches.** We will perform a search of the literature for you prior to your beginning your research. This will ensure that you have a sound background for your research. We will continue to provide information upon request during the tenure of your contract. See Appendix A - Policy for Database Searches.

a. The results of an online search will be provided to you in the format you wish (either hard copy or disk). If numerous citations are retrieved from an online database we will have this material printed offline and mailed to us. This material will only be available in hard copy. We will make every effort to provide the search to you within 10 days of receiving your request (less time if no mailing time for offline materials is required).

b. A search of both the Joint Administrative Record Document Facility (JARDF) database and the RTIC database will be done to ensure that you have information concerning locally available materials. The search can be done "on-the-spot" if you are at the RTIC or done and mailed to you. Only circulating materials will be included in the printout from the catalog.

3. **Materials Access.**

a. JARDF. The JARDF materials are available to the public; RMA contractors will be provided copies of needed information available only at the JARDF. Acquisition of public materials (journals, monographs, technical reports from the National Technical Information Service, documents from the Government Printing Office) is the responsibility of the contractor even if the items are held at the JARDF.

b. RTIC. The RTIC collection is composed of technical reports related to the history of Rocky Mountain Arsenal as well as to the remediation. The collection is constantly being updated but should not be considered an exhaustive site-specific collection. You need to be aware that other sources of information exist.

1. Circulating reports are available for checkout for one month. Items may be renewed. It is the responsibility of the borrower to ensure that materials are returned on time or renewed. Circulating materials have been attorney reviewed and released for use.