

U.S. Department of Energy  
Washington, D.C.

ORDER

DOE 1322.4B

12-12-89

SUBJECT: DIRECTORY OF STANDARD, OPTIONAL, AND OTHER AGENCY FORMS

1. PURPOSE. To transmit the Directory of Standard, Optional, and Other Agency Forms (Attachment 2). Also included is a list of Departmental Reports and Forms Program Managers (Attachment 1), which were named in accordance with DOE 1322.2B, FORMS MANAGEMENT, of 5-27-87.
2. CANCELLATION. DOE 1322.4A, DIRECTORY OF STANDARD, OPTIONAL, AND OTHER AGENCY FORMS, of 10-15-87.
3. SCOPE. The provisions of this Order apply to all Departmental Elements and contractors performing work for the Department as provided by law and/or contract and as implemented by the appropriate contracting officer.
4. REFERENCE. DOE 1322.2B, FORMS MANAGEMENT, of 5-27-87, which establishes a forms management program that prescribes policy and provides general guidance and direction in preparing, obtaining, and approving forms in the Department of Energy.
5. DEFINITION. Controlled Form - A form for which distribution or issue is limited. A controlled form may be a Standard, Optional, or Other Agency Form.
6. PROCEDURES.
  - a. Headquarters elements, when obtaining 100 copies or less, shall obtain forms from the self-service supply stores (SSSS) (GA-176, Forrestal and R-006, Germantown), when source of supply is SSSS. When ordering over 100 copies, a DOE F 4250.2, "Requisition for Supplies, Equipment, or Services," must be submitted to Chief of Logistics Operations, Forrestal (MA-203.62), or Chief of Logistics Operations, Germantown (MA-203.63), as appropriate. All other forms are requested directly from the listed source of supply.
  - b. Field Elements should obtain standard and optional forms from local General Services Administration (GSA) sources. Those forms not available from GSA sources, as well as Office of Personnel Management (OPM) forms, must be ordered by the Reports and Forms Program Managers, by submitting a properly signed DOE F 4250.2:

U. S. Department of Energy  
1000 Independence Avenue, SW.  
Forrestal Building, MA-203.62  
Washington, DC 20585

DISTRIBUTION:  
All Departmental Elements

INITIATED BY:  
Office of Organization and  
Management Systems

DOE F 4250.2's will be accepted from the designated Reports and Forms Program Managers only.

- c. When Headquarters Reports and Forms Program Managers respond to HQ F 1322.3, "Minimum Stock Level Notice", submit a DOE F 4250.2 to Chief of Logistics Operations, Forrestal, MA-203.62. The DOE F 4250.2 should contain the form number, title, and quantity required. Quantity required should be in "EACH" units of issue -- that is, sheets, pages, carbon sets, pads, etc.
- d. Departmental organizations should request Standard, Optional, and Other Agency Forms not listed in this directory by submitting DOE F 4250.2, to the Information Management Branch, MA-433.2 thru the appropriate Reports and Forms Program Manager. The requisition should contain the form number, title, estimated yearly usage, why the form is needed, and office of primary interest for each form ordered.
- e. Orders for controlled forms (properly completed DOE F 4250.2) will be submitted to MA-203.62. As these orders must be countersigned by the Reports and Forms Program Managers with program responsibility for the form, ordering units should allow extra time for receipt.

BY ORDER OF THE SECRETARY OF ENERGY:



DONNA R. FITZPATRICK  
Assistant Secretary  
Management and Administration

DEPARTMENTAL REPORTS AND FORMS PROGRAM MANAGERS

<u>ROUTING SYMBOL</u>	<u>ORGANIZATION</u>	<u>NAME</u>	<u>LOCATION</u>	<u>TELEPHONE NUMBER</u>
MA-211	ASSISTANT SECRETARY, MANAGEMENT AND ADMINISTRATION	PETER A. RICHARDS ACTING	4B-172 FORRESTAL	(202) 586-2351 FTS 896-2351
PE-3	OFFICE OF POLICY, PLANNING AND ANALYSIS	EDITH R. HORNE	7E-090 FORRESTAL	(202) 586-1059 FTS 896-1059
RW-132	OFFICE OF CIVILIAN RADIOACTIVE WASTE MANAGEMENT	RICHARD MINNING	6B-270 FORRESTAL	(202) 586-4349 FTS 896-4349
GC-50	OFFICE OF GENERAL COUNSEL	CLAUDE F. BARNES	6E-050 FORRESTAL	(202) 586-2942 FTS 896-2942
CP-10	ASSISTANT SECRETARY FOR CONGRESSIONAL AND INTERGOVERNMENTAL AFFAIRS	T.J. HOPKINS	7B-118 FORRESTAL	(202) 586-1351 FTS 896-1351
IE-3	ASSISTANT SECRETARY FOR INTERNATIONAL AFFAIRS AND ENERGY EMERGENCIES	JOYCE FELDT	7C-034 FORRESTAL	(202) 586-5856 FTS 896-5856
NE-13	ASSISTANT SECRETARY FOR NUCLEAR ENERGY	DAETTA M. WILES	D-411 GERMANTOWN	(301) 353-4996 FTS 233-4996
FE-30	ASSISTANT SECRETARY FOR FOSSIL ENERGY	CAROLYN KLYM	D-115 GERMANTOWN	(301) 353-2430 FTS 233-2430
CE-40	ASSISTANT SECRETARY, CONSERVATION AND RENEWABLE ENERGY	FRANCES M. RHOADES	6B-052 FORRESTAL	(202) 586-8757 FTS 896-8757
DP-542.2	ASSISTANT SECRETARY FOR DEFENSE PROGRAMS	PATRICIA A. RHODERICK	D-304 GERMANTOWN	(301) 353-5408 FTS 233-5408

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RG-12	ECONOMIC REGULATORY ADMINISTRATION	CYNTHIA A. FORD	5B-137 FORRESTAL	(202) 586-4222 FTS 896-4222
EI-23	ENERGY INFORMATION ADMINISTRATION	JOHN H. WEINER	2F-063 FORRESTAL	(202) 586-6537 FTS 896-6537
EH-10	ASSISTANT SECRETARY FOR ENVIRONMENT, SAFETY AND HEALTH	GEOFFREY J. JUDGE	7A-113 FORRESTAL	(202) 586-4704 FTS 896-4704
HG-12	OFFICE OF HEARINGS AND APPEALS	OTTO S. REID	6G-041 FORRESTAL	(202) 586-6622 FTS 896-6622
ER-622	OFFICE OF ENERGY RESEARCH	SHIRLEY J. FERGUSON	H-201 GERMANTOWN	(301) 353-5275 FTS 233-5275
MI-1.1	OFFICE OF MINORITY ECONOMIC IMPACT	LINDA CHAN-RUDNICK	5B-110 FORRESTAL	(202) 586-1593 FTS 896-1593
IG-14	OFFICE OF INSPECTOR GENERAL	WILMATINE SLAUGHTER	5D-031 FORRESTAL	(202) 586-1924 FTS 896-1924
OPD	ALBUQUERQUE OPERATIONS OFFICE	MARGARITA Y. SEXSON	U.S. DOE ALBUQUERQUE OPERATIONS OFFICE P.O. BOX 5400 ALBUQUERQUE, NM 87115	FTS 846-4826
	CHICAGO OPERATIONS OFFICE	JOSEPH FREEMAN	U.S. DOE CHICAGO OPERATIONS OFFICE 9800 S CASS AVENUE ARGONNE, ILL 60439	FTS 972-2217

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	IDAHO OPERATIONS OFFICE	DELPHA RUSHIN	WCBEI EG&G IDAHO P.O. BOX 1625 IDAHO FALLS, ID 83402	FTS 583-1507
	NEVADA OPERATIONS OFFICE	FRED KOOPMAN	U.S. DOE NEVADA OPERATIONS OFFICE P.O. BOX 98518 LAS VEGAS, NV 89193-8518	FTS 575-3121
	OAK RIDGE OPERATIONS OFFICE	MARY BOOKER	U.S. DOE OAK RIDGE OPERATIONS OFFICE P.O. BOX E OAK RIDGE, TN 37831	FTS 626-0944
	RICHLAND OPERATIONS OFFICE	GAIL ROKKAN	U.S. DOE RICHLAND OPERATIONS OFFICE MS A7-27 FEDERAL BUILDING P.O. BOX 550 RICHLAND, WA 99352	FTS 444-8274
	SAN FRANCISCO OPERATIONS OFFICE	KAREN PAYNE	U.S. DOE SAN FRANCISCO OPERATIONS OFFICE AIS DIVISION 4TH FLOOR 1333 BROADWAY OAKLAND, CA 94612	FTS 536-6372
	SAVANNAH RIVER OPERATIONS OFFICE	T.C. WALKER	U.S. DOE SAVANNAH RIVER OPERATIONS OFFICE P.O. BOX A AIKEN, SC 29802	FTS 239-3045

<u>ROUTING SYMBOL</u>	<u>ORGANIZATION</u>	<u>NAME</u>	<u>LOCATION</u>	<u>TELEPHONE NUMBER</u>
PR653	STRATEGIC PETROLEUM RESERVE PROJECT MANAGEMENT OFFICE	DEE SPILLMAN	U.S. DOE STRATEGIC PETROLEUM RESERVE PROJECT MANAGEMENT MS PR-653 900 COMMERCE RD EAST NEW ORLEANS, LA 70123	FTS 686-4260
OSTI/ MA-201	OFFICE OF SCIENTIFIC AND TECHNICAL INFORMATION	JUDY C. SPRAKER	U.S. DOE OSTI P.O. BOX 62 OAK RIDGE, TN 37831	FTS 626-9362
BPA-SSTD	BONNEVILLE POWER ADMINISTRATION	SONDRA STEVENSON	U.S. DOE BONNEVILLE POWER ADMINISTRATION BPA-SSTD P.O. BOX 3621 PORTLAND, OR 97208-3621	FTS 429-5769
	WESTERN AREA POWER ADMINISTRATION	JERRY SPATH	U.S. DOE WESTERN AREA POWER ADMINISTRATION P.O. BOX 3402 GOLDEN, CO 80401	FTS 327-1664
	ALASKA POWER ADMINISTRATION	JOSEPH M. MALINOVSKY	U.S. DOE ALASKA POWER ADMINISTRATION P.O. BOX 020050 JUNEAU, AK 99802	FTS 586-7405
	SOUTHEASTERN POWER ADMINISTRATION	PATSY R. GRIFFITH	U.S. DOE SOUTHEASTERN POWER ADMINISTRATION SAMUEL ELBERT BLDG ELBERTON, GA 30635	8 (404) 283-9911 X 213

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	SOUTHWESTERN POWER ADMINISTRATION	MARSHA DIETRICH	U.S. DOE SOUTHWESTERN POWER ADMINISTRATION P.O. BOX 1619 TULSA, OK 74101	FTS 745-7454
	MORGANTOWN ENERGY TECHNOLOGY CENTER	DONNA CALE	U.S. DOE MORGANTOWN ENERGY TECHNOLOGY CENTER P.O. BOX 880 3610 COLLINS FERRY ROAD MORGANTOWN, WV 26505	FTS 923-4081
	PITTSBURGH ENERGY TECHNOLOGY CENTER	KAREN L. AUER	U.S. DOE PITTSBURGH TECHNOLOGY CENTER P.O. BOX 10940 PITTSBURGH, PA 15236	FTS 723-5914
	PITTSBURGH NAVAL REACTORS OFFICE	TIM GLOCK	U.S. DOE PITTSBURGH NAVAL REACTORS OFFICE P.O. BOX 109 WEST MIFFLIN, PA 15142-0109	FTS 721-7230
	SCHENECTADY NAVAL REACTORS	PAUL DMYTERKO	U.S. DOE SCHENECTADY NAVAL REACTORS OFFICE P.O. BOX 1069 SCHENECTADY, NY 12301-1072	FTS 563-6391



<u>FORM NUMBER</u>	<u>TITLE</u>	<u>LATEST EDITION DATE</u>	<u>INITIATING AGENCY</u>	<u>OFFICE OF PRIMARY INTEREST</u>	<u>SOURCE OF SUPPLY</u>	<u>COMMENTS</u>
**STANDARD						
SF- 1	PRINTING AND BINDING REQUISITION	07-79	GPO	MA-203.2	MA-203.52	
SF- 7	SERVICE RECORD	12-80	OPM	MA-41.2	SSSS	
SF- 7A	SERVICE RECORD-CONTINUATION	05-80	OPM	MA-41.2	SSSS	
SF- 7B	EMPLOYEE RECORD	12-80	OPM	MA-41.2	SSSS	
SF- 7D	POSITION IDENTIFICATION STRIP	09-64	OPM	MA-41.2	SSSS	
SF- 8	NOTICE TO FEDERAL EMPLOYEE ABOUT UNEMPLOYMENT INSURANCE	06-87	DOL	MA-41.2	SSSS	DISPOSE OF EXISTING STOCK UPON RECEIPT OF NEW EDITION
SF- 15	APPLICATION FOR 10-POINT VETERAN PREFERENCE	07-83	OPM	MA-41.2	SSSS	
SF- 18	REQUEST FOR QUOTATIONS	10-83	GSA	MA-40.3	SSSS	

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SF- 24	BID BOND	04-85	GSA	MA-40.3	SSSS	
SF- 25	PERFORMANCE BOND	10-83	GSA	MA-40.3	SSSS	
SF- 25A	PAYMENT BOND	10-83	GSA	MA-40.3	SSSS	
SF- 25B	CONTINUATION SHEET (For Standard Forms 24, 25, & 25A)	10-83	GSA	MA-40.3	SSSS	
SF- 26	AWARD/CONTRACT	04-85	GSA	MA-40.3	MA-405.2	
SF- 28	AFFIDAVIT OF INDIVIDUAL SURETY	10-83	GSA	MA-40.3	SSSS	
SF- 30	AMENDMENT OF SOLICITATION/ MODIFICATION OF CONTRACT	10-83	GSA	MA-40.3	SSSS	
SF- 33	SOLICITATION, OFFER AND AWARD	04-85	GSA	MA-40.3	MA-405.2	
SF- 34	ANNUAL BID BOND	10-83	GSA	MA-40.3	SSSS	

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SF- 35	ANNUAL PERFORMANCE BOND	10-83	GSA	MA-40.3	SSSS	
SF- 39	REQUEST FOR REFERRAL OF ELIGIBLES	11-88	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS USABLE; DE- PLETE STOCKS BEFORE ISSUING
SF- 39A	REQUEST AND JUSTIFICATION FOR SELECTIVE FACTORS AND QUALITY RANKING FACTORS	10-74	OPM	MA-41.2	SSSS	
SF- 44	PURCHASE ORDER-INVOICE-VOUCHER	10-83	GSA	MA-40.3	SSSS	
SF- 44A	PURCHASE ORDER-INVOICE-VOUCHER (Seller's Invoice)	10-83	GSA	MA-40.3	MA-203.62	
SF- 44B	PURCHASE ORDER-INVOICE-VOUCHER (Seller's Copy of Order)	10-83	GSA	MA-40.3	MA-203.62	
SF- 44C	PURCHASE ORDER-INVOICE-VOUCHER (Receive Report-Accounting Copy)	10-83	GSA	MA-40.3	MA-203.62	
SF- 44D	PURCHASE ORDER-INVOICE-VOUCHER (Memorandum Copy)	10-83	GSA	MA-40.3	MA-203.62	
SF- 50	NOTIFICATION OF PERSONNEL ACTION (Controlled)	08-88	OPM	MA-41.2	MA-203.62	0487 EDITIONS MUST BE USED BEGINNING 10-1-88; PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 50A	NOTICE OF SHORT-TERM EMPLOYMENT (Controlled)	06-88	OPM	MA-41.2	MA-203.62	DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION

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SF- 50B	NOTIFICATION OF PERSONNEL ACTION (Marginally Punched Continous)(Controlled)	08-88	OPM	MA-41.2	MA-203.62	0487 EDITIONS MUST BE USED BEGINNING 10-1-88; PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 52	REQUEST FOR PERSONNEL ACTION	08-88	OPM	MA-41.2	SSSS	0487 EDITIONS MUST BE USED BEGINNING 10-1-88; PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 59	REQUEST FOR APPROVAL OF NONCOMPETITIVE ACTION	01-79	OPM	MA-41.2	SSSS	
SF- 61	APPOINTMENT AFFIDAVITS	06-86	OPM	MA-41.2	SSSS	
SF- 61B	DECLARATION OF APPOINTEE	10-88	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS USABLE; DISPOSE OF 10/81 EDITION AFTER 12/31/90 OR WHEN STOCK IS DEPLETED, WHICHEVER IS SOONER
SF- 62	AGENCY REQUEST TO PASS OVER A PREFERENCE ELIGIBLE OR OBJECT TO AN ELIGIBLE	10-79	OPM	MA-41.2	SSSS	
SF- 63	MEMORANDUM OF CALL	08-81	GSA	MA-203.2	SSSS	
SF- 65A	U. S. GOVERNMENT MESSENGER ENVELOPE--4 1/8 X 9 1/2	12-72	GSA	MA-203.2	SSSS	
SF- 65B	U. S. GOVERNMENT MESSENGER ENVELOPE--9 3/4 X 12	12-71	GSA	MA-203.2	SSSS	
SF- 65C	U. S. GOVERNMENT MESSENGER ENVELOPE--12 X 16	12-71	GSA	MA-203.2	SSSS	

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SF- 66	OFFICIAL PERSONNEL FOLDER (Controlled)	01-89	OPM	MA-41.2	MA-203.62	PREVIOUS EDITIONS USABLE; DE- LETE EXISTING STOCKS BEFORE ISSUING
SF- 66B	LABEL - CAUTION PERSONNEL RECORDS RESTRICTED USAGE	03-78	OPM	MA-41.2	SSSS	
SF- 66D	EMPLOYEE MEDICAL FOLDER (EMF)	04-85	OPM	MA-41.2	SSSS	
SF- 71	APPLICATION FOR LEAVE	03-79	OPM	MA-41.2	SSSS	
SF- 75	REQUEST FOR PRELIMINARY EMPLOYMENT DATA	01-89	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK BE- FORE ISSUING
SF- 83	REQUEST FOR OMB REVIEW	09-83	OMB	MA-433.2	MA-433.2	
SF- 83A	INSTRUCTIONS FOR SF-83	09-83	OMB	MA-433.2	MA-433.2	
SF- 85	QUESTIONNAIRE FOR NON-SENSI- TIVE POSITIONS	12-87	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK UPON RECEIPT
SF- 85A	NATIONAL AGENCY CHECK - DATA FOR NONSENSITIVE OR NONCRITI- CAL-SENSITIVE POSITION	02-77	OPM	MA-41.2	SSSS	
SF- 86	QUESTIONNAIRE FOR SENSITIVE POSITIONS	10-87	OPM	DP-542.2	SSSS	REPLACES DP-1, PT I & II. PREVIOUS EDITIONS MAY NOT BE

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						USED. REPLACES DOE F 5631.24.
SF- 86A	CONTINUATION SHEET FOR QUESTIONNAIRE FOR SENSITIVE POSITIONS	10-87	OPM	DP-542.2	SSSS	REPLACES DP-1, PT I & II. PREVIOUS EDITIONS CANNOT BE USED
SF- 87	FINGERPRINT CHART	04-84	OPM	DP-542.2	SSSS	PREVIOUS EDITIONS CANNOT BE USED
SF- 88	REPORT OF MEDICAL EXAMINATION	03-89	GSA/ICMR	MA-41.2	SSSS	PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 91	OPERATOR'S REPORT OF MOTOR VEHICLE ACCIDENT	11-76	GSA	MA-203.2	SSSS	
SF- 91A	INVESTIGATION REPORT OF MOTOR VEHICLE ACCIDENT	06-78	GSA	MA-203.2	MA-203.62	
SF- 95	CLAIM FOR DAMAGE, INJURY OR DEATH	07-85	DOJ	MA-3.2	MA-203.62	
SF- 98	NOTICE OF INTENTION TO MAKE A SERVICE CONTRACT AND RESPONSE TO NOTICE	02-73	DOL	MA-40.3	SSSS	
SF- 98A	NOTICE OF INTENTION TO MAKE A SERVICE CONTRACT AND RESPONSE TO NOTICE (Attachment A)	02-73	DOL	MA-40.3	SSSS	
SF- 99	NOTICE OF AWARD OF CONTRACT	05-65	DOL	MA-40.3	SSSS	

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SF- 105	CERTIFICATE OF MEMBERSHIP IN THE UNITED STATES CIVIL SERVICE RETIREMENT SYSTEM	12-79	OPM	MA-41.2	SSSS	
SF- 113A	MONTHLY REPORT OF FEDERAL CIVIL EMPLOYMENT	06-88	OPM	MA-433.2	MA-431.2	PREVIOUS EDITIONS USABLE
SF- 113G	MONTHLY REPORT OF FULL-TIME EQUIVALENT/WORK-YEAR CIVILIAN EMPLOYMENT	06-88	OPM	MA-433.2	MA-431.2	PREVIOUS EDITIONS USABLE
SF- 115	REQUEST FOR RECORDS DISPOSITION AUTHORITY	08-83	NARA	MA-433.2	MA-433.2	
SF- 115A	REQUEST FOR RECORDS DISPOSITION AUTHORITY-- CONTINUATION SHEET	12-83	NARA	MA-433.2	MA-433.2	
SF- 119	STATEMENT OF CONTINGENT OR OTHER FEES	10-83	GSA	MA-40.3	SSSS	
SF- 120	REPORT OF EXCESS PERSONAL PROPERTY	04-57	GSA	MA-203.2	MA-203.62	
SF- 120A	CONTINUATION SHEET (Report of Excess Personal Property)	04-57	GSA	MA-203.2	MA-203.62	
SF- 121	ANNUAL REPORT OF UTILIZATION AND DISPOSAL OF EXCESS AND SURPLUS PERSONAL PROPERTY	08-85	GSA	MA-203.2	MA-203.62	
SF- 122	TRANSFER ORDER--EXCESS PERSONAL PROPERTY	06-74	GSA	MA-203.2	MA-203.62	

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SF- 126	REPORT OF PERSONAL PROPERTY FOR SALE	07-78	GSA	MA-40.3 MA-203.2	MA-203.62	
SF- 126A	REPORT OF PERSONAL PROPERTY FOR SALE (Continuation Sheet)	02-65	GSA	MA-40.3 MA-203.2	MA-203.62	
SF- 127	REQUEST FOR OFFICIAL PERSONNEL FOLDER (Separated Employee)	07-86	NARA	MA-41.2	SSSS	
SF- 129	SOLICITATION MAILING LIST APPLICATION	10-83	GSA	MA-40.3	SSSS	
SF- 135	RECORDS TRANSMITTAL AND RECEIPT	07-85	NARA	MA-203.2	MA-203.43	
SF- 135A	RECORDS TRANSMITTAL AND RECEIPT (Continuation Sheet)	07-85	NARA	MA-203.2	MA-203.43	
SF- 144	STATEMENT OF PRIOR FEDERAL SERVICE	09-83	OPM	MA-41.2	SSSS	
SF- 152	REQUEST FOR CLEARANCE OR CANCELLATION OF A STANDARD OR OPTIONAL FORM OR EXCEPTION	01-87	GSA	MA-433.2	MA-433.2	DISPOSE OF EXISTING STOCK UPON RECEIPT OF NEW EDITION
SF- 153	COMSEC MATERIAL REPORT (CARBON INTERLEAVED MARGINALLY PUNCHED)	09-88	DOD	MA-205.11	SSSS	PREVIOUS EDITIONS OBSOLETE; DEplete EXISTING STOCK BEFORE ISSUING
SF- 162	INTERLIBRARY LOAN REQUEST	06-88	LC	MA-203.2	MA-232.2	DEplete EXISTING STOCK BEFORE ISSUING

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SF- 171	APPLICATION FOR FEDERAL EMPLOYMENT	06-88	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS USABLE UNTIL 12/31/90
SF- 171A	CONTINUATION SHEET FOR STANDARD FORM 171	06-88	OPM	MA-41.2	SSSS	DEplete EXISTING STOCK BEFORE ISSUING
SF- 172	AMENDMENT TO APPLICATION FOR FEDERAL EMPLOYMENT - SF-171	06-88	OPM	MA-41.2	SSSS	DEplete EXISTING STOCK BEFORE ISSUING
SF- 177	STATEMENT OF PHYSICAL ABILITY FOR LIGHT DUTY WORK	09-84	OPM	MA-41.2	SSSS	
SF- 180	REQUEST PERTAINING TO MILITARY RECORDS	07-86	NARA	MA-41.2	SSSS	
SF- 181	RACE AND NATIONAL ORIGIN IDENTIFICATION	05-82	OPM	MA-41.2	SSSS	
SF- 203	ANNUAL AUDIOVISUAL REPORT	05-78	NARA	CP-10	PA-1	
SF- 210	SIGNATURE CARD FOR CERTIFYING OFFICER	07-81	TD	MA-3.2	MA-343.2	
SF- 215	DEPOSIT TICKET	05-78	TD	MA-3.2	MA-343.2	

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SF- 224	STATEMENT OF TRANSACTIONS (Classified According to Approp.Fund & Receipt Acctg. and Related Control Totals)	05-82	TD	MA-3.2	MA-341	
SF- 252	ARCHITECT-ENGINEER FIXED-PRICE CONTRACT	10-83	GSA	MA-40.3	SSSS	
SF- 254	ARCHITECT-ENGINEER AND RELATED SERVICES QUESTIONNAIRE	12-88	GSA	MA-40.3 MA-223.2	SSSS MA-223.2	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK UPON RECEIPT OF NEW
SF- 255	ARCHITECT-ENGINEER AND RELATED SERVICES QUESTIONNAIRE FOR SPECIFIC PROJECT	12-88	GSA	MA-40.3 MA-223.2	SSSS MA-223.2	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK UPON RECEIPT OF NEW
SF- 256	SELF-IDENTIFICATION OF REPORTABLE HANDICAP	08-87	OPM	MA-41.2	SSSS	DISPOSE OF EXISTING STOCK UPON RECEIPT OF REVISION
SF- 258	REQUEST TO TRANSFER, APPROVAL, AND RECEIPT OF RECORDS TO THE NATIONAL ARCHIVES OF THE U.S.	10-78	NARA	MA-433.2	MA-433.2	
SF- 269	FINANCIAL STATUS REPORT (LONG FORM)	04-88	OMB	MA-3.2	SSSS	DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION
SF- 270	REQUEST FOR ADVANCE OF REIMBURSEMENT	07-76	OMB	MA-3.2	SSSS	
SF- 271	OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS	07-76	OMB	MA-40.3	MA-402.2	
SF- 272	FEDERAL CASH TRANSACTIONS REPORT	07-76	OMB	MA-3.2	MA-343.2	

<u>FORM NUMBER</u>	<u>TITLE</u>	<u>LATEST EDITION DATE</u>	<u>INITIATING AGENCY</u>	<u>OFFICE OF PRIMARY INTEREST</u>	<u>SOURCE OF SUPPLY</u>	<u>COMMENTS</u>
SF- 272A	FEDERAL CASH TRANSACTIONS REPORT (Continuation)	09-76	OMB	MA-3.2	MA-343.2	
SF- 273	REINSURANCE AGREEMENT FOR A MILLER ACT PERFORMANCE BOND	10-83	GSA	MA-40.3	SSSS	
SF- 274	REINSURANCE AGREEMENT FOR A MILLER ACT PAYMENT BOND	10-83	GSA	MA-40.3	SSSS	
SF- 275	REINSURANCE AGREEMENT IN FAVOR OF THE UNITED STATES	10-83	GSA	MA-40.3	SSSS	
SF- 278	EXECUTIVE PERSONNEL FINANCIAL DISCLOSURE REPORT	01-87	OPM	GC-50	SSSS	
SF- 279	FPDS - INDIVIDUAL CONTRACT ACTION REPORT	10-89	GSA	MA-40.3	MA-405.21	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION
SF- 281	FPDS - SUMMARY CONTRACT ACTION REPORT (\$25,000 OR LESS)	10-88	GSA	MA-40.3	SSSS	EFFECTIVE 9/15/88 - NO OTHER EDITIONS ARE USABLE
SF- 294	SUBCONTRACTING REPORT FOR INDIVIDUAL CONTRACTS	10-83	GSA	MA-40.3	SSSS	
SF- 295	SUMMARY SUBCONTRACTING REPORT	04-81	GSA	MA-40.3	MA-203.62	
SF- 308	REQUEST FOR DETERMINATION AND RESPONSE TO REQUEST	05-85	DOL	MA-40.3	SSSS	

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SF- 312	CLASSIFIED INFORMATION NON-DISCLOSURE AGREEMENT (CONTROLLED)	09-88	GSA/ISOO	DP-542.2	MA-203.62	REPLACES SF-189 AND SF-189A
SF- 360	REQUEST TO APPROVE AN INTER-AGENCY REPORTING REQUIREMENT	12-88	GSA	MA-433.2	MA-433.2	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK UPON RECEIPT OF NEW; CAN BE REPRODUCED LOCALLY
SF- 424	APPLICATION FOR FEDERAL ASSISTANCE	04-88	OMB	MA-40.3	SSSS	DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION - CAN BE PRODUCED LOCALLY
SF- 700	SECURITY CONTAINER INFORMATION	08-85	GSA/ISOO	DP-542.2	SSSS	REPLACES DOE F 5632.3
SF- 701	ACTIVITY SECURITY CHECKLIST	08-85	GSA/ISOO	DP-542.2	SSSS	
SF- 702	SECURITY CONTAINER CHECKLIST	08-85	GSA/ISOO	DP-542.2	SSSS	REPLACES DOE F 5632.2, DOE F 5632.4, AND DOE F 5632.7
SF- 703	TOP SECRET COVERSHEET	08-85	GSA/ISOO	DP-542.2	SSSS	REPLACES DOE F. 5635.6
SF- 704	SECRET COVERSHEET	08-85	GSA/ISOO	DP-542.2	SSSS	REPLACES DOE F 5635.6
SF- 705	CONFIDENTIAL COVERSHEET	08-85	GSA/ISOO	DP-542.2	SSSS	REPLACES DOE F 5635.6

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SF- 706	TOP SECRET (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 707	SECRET (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 708	CONFIDENTIAL (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 709	CLASSIFIED (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 710	UNCLASSIFIED (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 711	DATA DESCRIPTOR (DISKETTE LABEL)	01-87	GSA/IS00	DP-542.2	SSSS	
SF- 712	CLASSIFIED SCI (DISKETTE LABEL)	10-87	GSA/IS00	DP-542.2	SSSS	
SF- 1012	TRAVEL VOUCHER	10-77	GSA	MA-3.2	SSSS	

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SF- 1012A	TRAVEL VOUCHER (Memorandum)	10-77	GSA	MA-3.2	SSSS	
SF- 1034	PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL	10-87	TD	MA-3.2	SSSS	PREVIOUS EDITIONS MAY BE USED REPLACES SF-1169
SF- 1034A	PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL (Memorandum)	10-87	TD	MA-3.2	SSSS	PREVIOUS EDITIONS MAY BE USED
SF- 1038	ADVANCE OF FUNDS APPLICATION AND ACCOUNT	10-77	GSA	MA-3.2	SSSS	
SF- 1080	VOUCHER FOR TRANSFERS BETWEEN APPROPRIATIONS AND/OR FUNDS	04-82	TD	MA-3.2	SSSS	
SF- 1081	VOUCHER AND SCHEDULE OF WITHDRAWALS AND CREDITS	09-82	TD	MA-3.2	SSSS	
SF- 1093	SCHEDULE OF WITHHOLDINGS UNDER THE DAVIS-BACON ACT (40 U.S.C. 276a) AND/OR THE CONTRACT WORK HOURS AND SAFETY STANDARDS ACT	10-71	GAO	MA-40.3	SSSS	
SF- 1094	U.S. TAX EXEMPTION CERTIFICATE (Controlled)	10-83	GSA	MA-40.3	MA-203.62	
SF- 1103	U.S. GOVERNMENT BILL OF LADING ORIGINAL (CONTROLLED)	04-85	GSA	MA-203.2	MA-203.62	PREVIOUS EDITIONS OBSOLETE

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SF- 1145	VOUCHER FOR PAYMENT UNDER FEDERAL TORT CLAIMS ACT	09-73	TD	GC-50	GC-45	
SF- 1150	RECORD OF LEAVE DATA	12-77	OPM	MA-3.2	MA-331.1	
SF- 1151	NONEXPENDITURE TRANSFER AUTHORIZATION	12-79	TD	MA-3.2	MA-331	
SF- 1152	DESIGNATION OF BENEFICIARY - UNPAID COMPENSATION OF DECEASED CIVILIAN EMPLOYEE	09-67	GAO	MA-41.2	SSSS	
SF- 1153	CLAIM FOR UNPAID COMPENSATION OF DECEASED CIVILIAN EMPLOYEE	04-82	GAO	MA-41.2	SSSS	
SF- 1156	PUBLIC VOUCHER FOR FEES AND MILEAGE OF WITNESSES	09-73	TD	GC-50	GC-50	
SF- 1157	CLAIMS FOR WITNESSES ATTENDANCE FEES, TRAVEL, AND MISCELLANEOUS EXPENSE	04-80	TD	GC-50	GC-50	
SF- 1164	CLAIM FOR REIMBURSEMENT FOR EXPENDITURES ON OFFICIAL BUSINESS	11-77	GSA	MA-3.2	SSSS	

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SF- 1166 OCR	VOUCHER AND SCHEDULE OF PAYMENTS (Controlled)	05-84	TD	MA-3.2	MA-203.62	
SF- 1167 OCR	VOUCHER AND SCHEDULE OF PAYMENTS (CONTINUATION SHEET) (CONTROLLED)	05-84	TD	MA-3.2	MA-203.62	
SF- 1170	REDEMPTION OF UNUSED TICKETS	02-89	GSA	MA-3.2	SSSS	PREVIOUS EDITIONS USABLE; DE- LETE EXISTING STOCKS BEFORE ISSUING
SF- 1183	SUBSCRIBER LIST FOR ISSUANCE OF UNITED STATES SAVINGS BONDS		TD	MA-3.2	MA-331.1	
SF- 1184	UNAVAILABLE CHECK CANCELLATION	06-84	TD	MA-3.2	MA-343.2	
SF- 1187	REQUEST FOR PAYROLL DEDUCTIONS FOR LABOR ORGANIZATIONS DUES	06-89	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK UPON RECEIPT OF REVISION; STOCKED ONLY BY SUPER OF DOCUMENTS
SF- 1192	AUTHORIZATION FOR PURCHASE AND REQUEST FOR CHANGE: U. S. SERIES EE SAVINGS BOND	03-79	TD	MA-3.2	SSSS	
SF- 1193	LETTER OF CREDIT (FEDERAL RE-SERVE BANK) (CONTROLLED)	05-73	TD	MA-3.2	MA-203.62	
SF- 1193A	LETTER OF CREDIT (Treasury Disbursing Center or Regional Office)	10-76	TD	MA-3.2	MA-343.2	

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SF- 1194	AUTHORIZED SIGNATURE CARD FOR PAYMENT VOUCHERS ON LETTERS OF CREDIT		TD	MA-40.3 MA-3.2	MA-405.2 MA-34.42	
SF- 1199A	DIRECT DEPOSIT SIGN-UP FORM	06-87	TD	MA-3.2	SSSS	DEplete EXISTING STOCK
SF- 1200	GOVERNMENT BILL OF LADING CORRECTION NOTICE (Controlled)	08-82	GSA	MA-203.2	MA-203.62	
SF- 1402	CERTIFICATE OF APPOINTMENT	10-83	GSA	MA-40.3	SSSS	
SF- 1403	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR (GENERAL)	09-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DE- plete EXISTING STOCKS BEFORE ISSUING
SF- 1404	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR - TECHNICAL	09-88	GSA	MA-40.3	MA-405.2	PREVIOUS EDITIONS USABLE; DE- plete EXISTING STOCKS BEFORE ISSUING
SF- 1405	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR - PRODUCTION	09-88	GSA	MA-40.3	MA-203.62	PREVIOUS EDITIONS USABLE; DE- plete EXISTING STOCKS BEFORE ISSUING
SF- 1406	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR - QUALITY ASSURANCE	09-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DE- plete EXISTING STOCKS BEFORE ISSUING
SF- 1407	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR - FINANCIAL CAPABILITY	09-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DE- plete EXISTING STOCKS BEFORE ISSUING

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SF- 1408	PREAWARD SURVEY OF PROSPECTIVE CONTRACTOR - ACCOUNTING SYSTEM	09-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 1409	ABSTRACT OF OFFERS	09-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 1411	CONTRACT PRICING PROPOSAL COVER SHEET	07-87	GSA	MA-40.3	SSSS	DISPOSE OF EXISTING STOCK ON RECEIPT OF NEW EDITION
SF- 1412	CLAIM FOR EXEMPTION FROM SUBMISSION OF CERTIFIED COST OR PRICING DATA	10-83	GSA	MA-40.3	SSSS	
SF- 1413	STATEMENT AND ACKNOWLEDGEMENT	06-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
SF- 1414	CONSENT OF SURETY	10-83	GSA	MA-40.3	SSSS	
SF- 1415	CONSENT OF SURETY AND INCREASE OF PENALTY	11-87	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS MAY NOT BE USED
SF- 1416	PAYMENT BOND FOR OTHER THAN CONSTRUCTION CONTRACTS	10-83	GSA	MA-40.3	SSSS	
SF- 1417	PRE-SOLICITATION NOTICE (Construction Contract)	12-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK BEFORE ISSUING

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SF- 1420	PERFORMANCE EVALUATION - CONSTRUCTION CONTRACTS	10-83	GSA	MA-40.3	SSSS	
SF- 1421	PERFORMANCE EVALUATION (ARCHITECT-ENGINEER)	10-83	GSA	MA-40.3	SSSS	
SF- 1423	INVENTORY VERIFICATION REPORT	12-88	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION
SF- 1424	INVENTORY DISPOSAL REPORT	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1426	INVENTORY SCHEDULE A (Metals in Mill Product Form)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1427	INVENTORY SCHEDULE A, CONTINUATION SHEET (Metals in Mill Product Form)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1428	INVENTORY SCHEDULE B	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1429	INVENTORY SCHEDULE B, CONTINUATION	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89

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SF- 1430	INVENTORY SCHEDULE C (Work In Process)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1431	INVENTORY SCHEDULE C, CONTINUATION SHEET (Work In Process)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1432	INVENTORY SCHEDULE D (Special Tooling and Special Test Equipment)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1433	INVENTORY SCHEDULE D - CONTINUATION SHEET (Special Tooling and Special Test Equipment)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1434	TERMINATION INVENTORY SCHEDULE E (Short Form for Use With SF 1438 only)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1435	SETTLEMENT PROPOSAL (Inventory Basis)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1436	SETTLEMENT PROPOSAL (Total Cost Basis)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1437	SETTLEMENT PROPOSAL FOR COST-REIMBURSEMENT TYPE CONTRACTS	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1438	SETTLEMENT PROPOSAL (Short Form)	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89

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SF- 1439	SCHEDULE OF ACCOUNTING INFORMATION	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1440	APPLICATION FOR PARTIAL PAYMENT	07-89	GSA	MA-40.3	SSSS	PREVIOUS EDITIONS USABLE; FORM IS TO BE REPRODUCED LOCALLY; CAN NO LONGER GET SUPPLY FROM GSA AFTER 10-31-89
SF- 1442	SOLICITATION, OFFER, AND AWARD (Construction, Alteration, Repair)	04-85	GSA	MA-40.3	SSSS	
SF- 1443	CONTRACTOR'S REQUEST FOR PROGRESS PAYMENT	10-82	GSA	MA-40.3	SSSS	
SF- 2800	APPLICATION FOR DEATH BENEFITS - CIVIL SERVICE RETIREMENT SYSTEM	04-86	OPM	MA-41.2	SSSS	
SF- 2801	APPLICATION FOR IMMEDIATE RETIREMENT - CIVIL SERVICE RETIREMENT SYSTEM	01-82	OPM	MA-41.2	SSSS	
SF- 2801-1	CERTIFIED SUMMARY OF FEDERAL SERVICE - Civil Service Retirement System	01-82	OPM	MA-41.2	SSSS	
SF- 2801-2	SPOUSE'S NOTIFICATION OF SUR- VIVOR ELECTION (CSRS)	01-82	OPM	MA-411	MA-411.3	

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SF- 2802	APPLICATION FOR REFUND OF RETIREMENT DEDUCTIONS - Civil Service Retirement System	11-87	OPM	MA-41.2	SSSS	1187 EDITION IS NOT TO BE USED USE OPM FORM 1425 UNTIL FURTHER NOTICE
SF- 2802B	CURRENT/FORMER SPOUSE'S NOTIFICATION OF APPLICATION FOR REFUND OF RETIREMENT DEDUCTIONS UNDER THE CSRS	11-87	OPM	MA-41.2	MA-414.1	
SF- 2803	APPLICATION TO MAKE DEPOSIT OR REDEPOSIT - Civil Service Retirement System	03-87	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS MAY NOT BE USED
SF- 2804	APPLICATION TO MAKE VOLUNTARY CONTRIBUTIONS - Civil Service Retirement System	05-80	OPM	MA-41.2	SSSS	
SF- 2805	REQUEST FOR RECOVERY OF DEBT DUE THE UNITED STATES	10-88	OPM	MA-3.2	SSSS	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCK ON RECEIPT OF REVISION
SF- 2806	INDIVIDUAL RETIREMENT RECORD (Civil Service Retirement System)	02-80	OPM	MA-3.2	SSSS	
SF- 2807	REGISTER OF SEPARATIONS AND TRANSFERS-CIVIL SERVICE RETIREMENT SYSTEM	07-80	OPM	MA-41.2	SSSS	
SF- 2808	DESIGNATION OF BENEFICIARY - CIVIL SERVICE RETIREMENT SYSTEM	07-84	OPM	MA-41.2	SSSS	
SF- 2809	HEALTH BENEFITS REGISTRATION FORM - FEDERAL EMPLOYEES HEALTH BENEFITS PROGRAM	06-88	OPM	MA-41.2	SSSS	07/84 & 09/85 ARE USABLE. (GSA NSN 7540-01-231-6227)

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SF- 2809A	FEDERAL EMPLOYEES HEALTH BENEFITS PROGRAM INFORMATION FOR FEDERAL CIVILIAN EMPLOYEES AND U. S. POSTAL EMPLOYEES	07-87	OPM	MA-41.2	SSSS	
SF- 2810	FEDERAL EMPLOYEES HEALTH BENEFITS PROGRAM NOTICE OF CHANGE IN HEALTH BENEFITS ENROLLMENT	01-87	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS OBSOLETE (GSA NSN 7540-01-232-1234)
SF- 2811	TRANSMITTAL AND SUMMARY REPORT TO CARRIER - FEDERAL EMPLOYEES Health Benefits Program	06-84	OPM	MA-3.2	SSSS	(GSA NSN 7540-01-231-4279)
SF- 2812	REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS, LIFE INSURANCE, AND RETIREMENT	08-88	OPM	MA-3.2	MA-331.1	REPRODUCE LOCALLY
SF- 2812A	REPORT OF WITHHOLDINGS AND CONTRIBUTIONS FOR HEALTH BENEFITS BY ENROLLMENT CODE	08-88	OPM	MA-3.2	MA-331.1	REPRODUCE LOCALLY
SF- 2817	LIFE INSURANCE ELECTION - Federal Employees Group Life Insurance Program	02-88	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS MAY NOT BE USED
SF- 2817A	FEDERAL EMPLOYEES' GROUP LIFE INSURANCE - A Description and Certification of Enrollment in the FEGLI Program	09-87	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS MAY NOT BE USED

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SF- 2818	CONTINUATION OF LIFE INSURANCE COVERAGE AS A RETIREE OR COMPENSATION - Federal Employees' Group Life Insurance Prog	09-85	OPM	MA-41.2	SSSS	
SF- 2819	NOTICE OF CONVERSION PRIVILEGE - Federal Employees' Group Life Insurance Program	05-87	OPM	MA-41.2	SSSS	ONLY 0587 AND 1085 EDITIONS ARE USABLE
SF- 2821	AGENCY CERTIFICATION OF INSURANCE STATUS - Federal Employees' Group Life Insurance	07-87	OPM	MA-41.2	SSSS	5-86 EDITIONS USABLE (GSA NSN 7540-01-231-5587)
SF- 2822	REQUEST FOR INSURANCE - Federal Employees' Group Life Insurance Program	02-88	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS ARE OBSOLETE (GSA NSN 7540-01-231-5588)
SF- 2823	DESIGNATION OF BENEFICIARY - Federal Employees' Group Life Insurance Program	09-85	OPM	MA-41.2	MA-414.1	(GSA NSN 7540-01-231-6228)
SF- 2824	DOCUMENTATION IN SUPPORT OF DISABILITY RETIREMENT - Civil Service Retirement System	07-84	OPM	MA-41.2	SSSS	
SF- 2824A	APPLICANT'S STATEMENT OF DISABILITY IN CONNECTION WITH DISABILITY RETIREMENT UNDER THE CIVIL SERVICE RETIREMENT	07-84	OPM	MA-41.2	SSSS	
SF- 2824B	SUPERVISOR'S STATEMENT IN CONNECTION WITH DISABILITY RETIREMENT UNDER THE CIVIL SERVICE RETIREMENT	07-84	OPM	MA-41.2		
SF- 2824C	PHYSICIAN'S STATEMENT IN CONNECTION WITH DISABILITY RETIREMENT UNDER THE CIVIL SERVICE RETIREMENT SYSTEM	07-84	OPM	MA-41.2		

<u>FORM NUMBER</u>	<u>TITLE</u>	<u>LATEST EDITION DATE</u>	<u>INITIATING AGENCY</u>	<u>OFFICE OF PRIMARY INTEREST</u>	<u>SOURCE OF SUPPLY</u>	<u>COMMENTS</u>
SF- 2824D	AGENCY CERTIFICATION OF RE-ASSIGNMENT AND ACCOMMODATION EFFORTS IN CONNECTION WITH DISABILITY RETIREMENT	07-84	OPM	MA-41.2		
SF- 2824E	DISABILITY RETIREMENT APPLICATION CHECKLIST IN CONNECTION WITH DISABILITY RETIREMENT UNDER THE CS RETIREMENT SYSTEM	07-84	OPM	MA-41.2		
SF- 3105	DOCUMENTATION IN SUPPORT OF DISABILITY RETIREMENT APPLICATION (FERS)	08-87	OPM	MA-41.2		
SF- 3105C	PHYSICIAN'S STATEMENT IN CONNECTION WITH DISABILITY RETIREMENT UNDERS FERS	08-87	OPM	MA-41.2	MA-414.1	
SF- 3106	APPLICATION FOR REFUND OF RETIREMENT DEDUCTIONS - FERS	09-88	OPM	MA-41.2		PREVIOUS EDITIONS OBSOLETE; DISPOSE UPON RECEIPT
SF- 3107	FERS APPLICATION FOR IMMEDIATE RETIREMENT	03-88	OPM	MA-41.2	MA-414.1	
SF- 3107-1	CERTIFIED SUMMARY OF FEDERAL SERVICE - FERS	03-88	OPM	MA-41.2		
SF- 3107-2	SPOUSE'S CONSENT TO SURVIVOR ELECTION - (FERS)	03-88	OPM	MA-41.2		
SF- 5805	REQUEST FOR FUNDS	03-88	TD	MA-3.2	MA-343.2	(3 PART FORM)-DEplete EXISTING STOCK BEFORE ISSUING

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**OPTIONAL						
OF- 5	INQUIRY AS TO AVAILABILITY	03-82	OPM	MA-41.2	SSSS	
OF- 7	PROPERTY PASS (Controlled)	09-88	GSA	MA-203.2	MA-203.62	PREVIOUS EDITIONS OBSOLETE; DISPOSE OF EXISTING STOCKS BEFORE ISSUING
OF- 11	REFERENCE REQUEST--FEDERAL RECORDS CENTERS	07-87	NARA	MA-203.2	MA-203.43	USE EXISTING STOCK BEFORE AWARING NEW EDITION
OF- 13	FORM DESIGN GUIDE SHEET (8 1/2 X 11)	08-81	GSA	MA-433.2	SSSS	
OF- 13A	FORM DESIGN GUIDE SHEET (11 X 17)	08-81	GSA	MA-433.2	MA-203.52	
OF- 13B	FORM DESIGN GUIDE SHEET FOR 33 1/2 REDUCTION	10-81	GSA	MA-433.2	MA-203.52	
OF- 13C	ADP FORM DESIGN SPACING GUIDE	03-77	OPM	MA-433.2	MA-203.52	
OF- 17	SEALED BID LABEL	10-83	GSA	MA-40.3	SSSS	

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OF- 27	U.S. GOVERNMENT - 2-WAY MEMO	07-81	GSA	MA-203.2	SSSS	
OF- 41	ROUTING AND TRANSMITTAL SLIP	07-76	GSA	MA-203.2	SSSS	
OF- 67	ACTIVITY SCHEDULE	1991	GSA	MA-203.2	SSSS	PREVIOUS EDITIONS OBSOLETE - IN DECEMBER 1990 DISPOSE OF ALL STOCK OF THE 1990 EDITION
OF- 68	RECORD OF TRAVEL EXPENSES	08-76	GSA	MA-3.2	MA-343.2	
OF- 69	ASSIGNMENT AGREEMENT TITLE IV OF THE INTERGOVERNMENTAL PERSONNEL ACT OF 1970	02-89	OPM	MA-41.2	SSSS	PREVIOUS EDITIONS USABLE; DEplete EXISTING STOCKS BEFORE ISSUING
OF- 86	PERSONAL DATA (WARNING) (Adhesive Backed Labels) (5x3)	05-76	OPM	MA-203.2	MA-203.41	
OF- 95	OPEN - LOCKED (SIGN) (3" wide Drawer Tab)	07-75	GSA/ISOO	DP-542.2	SSSS	
OF- 101	SUMMARY WORKSHEET FOR ESTIMATING REPORTING COSTS	02-74	GSA	MA-433.2	MA-433.2	STOCKING LOCATION CHANGED FROM GSA/FEDERAL SUPPLY SERVICE TO GSA/INFORMATION RESOURCES MANAGEMENT/KMAS
OF- 116	RECORD OF TOP SECRET MATERIAL	11-78	DOS	DP-542.2	DP-3	
OF- 120	DIPLOMATIC POUCH MAIL REGIS- TRATION	01-75	DOS	DP-542.2	DP-40	

<u>FORM NUMBER</u>	<u>TITLE</u>	<u>LATEST EDITION DATE</u>	<u>INITIATING AGENCY</u>	<u>OFFICE OF PRIMARY INTEREST</u>	<u>SOURCE OF SUPPLY</u>	<u>COMMENTS</u>
OF- 185	OUTGOING TELEGRAM (OCR)	08-85	DOS	IE-3	SSSS	
OF- 185A	OUTGOING TELEGRAM (OCR) (Continuation Sheet)	08-85	DOS	IE-3	SSSS	
OF- 283	U.S. MERIT SYSTEMS PROTECTION BOARD APPEAL	05-85	MSPB	MA-41.2	SSSS	
OF- 299	REQUEST BY EMPLOYEE FOR ACTION ON ALLOTMENT OF PAY	01-82	OPM	MA-3.2	MA-331.1	
OF- 300	QUALIFICATIONS ANALYSIS AND APPRAISAL OF CANDIDATES FOR SUPERVISORY POSITIONS	06-82	OPM	MA-41.2	SSSS	
OF- 336	CONTINUATION SHEET	04-86	OPM	MA-40.3	MA-40.3	FORMERLY SF-36
OF- 346	U. S. GOVERNMENT MOTOR VEHICLE OPERATOR'S IDENTIFICATION CARD	11-85	OPM	MA-203.2	MA-203.62	FORMERLY SF-46
OF- 1114	BILL OF COLLECTION	12-79	GAO	MA-3.2	MA-203.62	
OF- 1419	ABSTRACT OF OFFERS - CONSTRUCT ION	11-88	GSA	MA-40.3	SSSS	FORMERLY SF-1419
OF- 1419A	ABSTRACT OF OFFERS - CONSTRUCT ION (CONTINUATION SHEET)	11-88	GSA	MA-40.3	SSSS	FORMERLY SF-1419

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**DEPARTMENT OF ARMY						
DD- 250	MATERIAL INSPECTION AND RECEIVING			MA-40.3	MA-40.3	
DD- 1142	INTERAGENCY DOCUMENT REQUEST			DP-542.2	DP-40	
**DEPARTMENT OF JUSTICE						
FD- 258	FINGERPRINT CARDS (FBI)			DP-542.2	SSSS	
I- 9	EMPLOYMENT ELIGIBILITY VERIFICATION	03-87		MA-41.2	MA-414.2	
**DEPARTMENT OF LABOR						
CA- 1	FEDERAL EMPLOYEE'S NOTICE OF TRAUMATIC INJURY AND CLAIM FOR CONTINUATION OF PAY/COMPENSATION (Controlled)	03-86		MA-41.2	MA-203.62	All other editions obsolete
CA- 2	FEDERAL EMPLOYEE'S NOTICE OF OCCUPATIONAL DISEASE AND CLAIM FOR COMPENSATION (Controlled)	03-86		MA-41.2	MA-203.62	All other editions obsolete
CA- 2A	NOTICE OF RECURRENCE OF DISABILITY AND CLAIM FOR PAY/COMPENSATION	12-87		MA-41.2	MA-414.1	
CA- 3	REPORT OF TERMINATION OF DISABILITY AND/OR PAYMENT	12-74		MA-41.2	MA-414.1	

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CA- 5B	CLAIM FOR COMPENSATION BY PARENTS, BROTHERS, SISTERS, GRANDPARENTS, GRANDCHILDREN	09-75		MA-41.2	MA-414.1	
CA- 6	OFFICIAL SUPERIOR'S REPORT OF EMPLOYEE'S DEATH	07-76		MA-41.2	SSSS	
CA- 7/20	CLAIM FOR COMPENSATION ON ACCOUNT OF TRAUMATIC INJURY OR OCCUPATIONAL DISEASE WITH CA-20 ATTENDING PHYSICIAN'S	10-88		MA-41.2	MA-414.1	REPLACES CA-4, CA-7, AND CA-20
CA- 8	CLAIM FOR CONTINUING COMPENSATION ON ACCOUNT OF DISABILITY	08-87		MA-41.2	MA-414.1	
CA- 16	REQUEST FOR EXAMINATION AND/OR TREATMENT	08-86		MA-41.2	MA-414.1	
CA- 17	DUTY STATUS REPORT	08-85		MA-41.2	MA-414.1	
OSHA- 100F	LOG OF FEDERAL OCCUPATIONAL INJURIES AND ILLNESSES			EH-10	EH-341	
OSHA- 200	BUREAU OF LABOR STATISTICS LOG AND SUMMARY OF OCCUPATIONAL INJURIES AND ILLNESSES			EH-10	EH-341	
OWCP- 1500A	HEALTH INSURANCE CLAIM FORM	03/85		MA-41.2	MA-414.1	

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**DEPARTMENT OF STATE						
DSP- 11	APPLICATION FOR PASSPORT			MA-203.2	MA-203.62	
DSP- 82	APPLICATION FOR PASSPORT BY MAIL	10-81	DOS	MA-203.2	MA-203.62	
**GOVERNMENT PRINTING OFFICE						
GPO- 2511	MEMORANDUM, ORDER AND SUPPLEMENTARY SPECIFICATIONS	12-86	GPO	MA-203.2	MA-203.52	
**GSA						
GSA F 1128	DANGER (SIGN)	09-71	GSA	MA-203.2	MA-203.3	
**OFFICE OF PERSONNEL MANAGEMENT						
1510	CERTIFICATION OF AGENCY OFFER OF POSITION AND REQUIRED DOCUMENTATION	10-82		MA-41.2	MA-414.1	REPRODUCE LOCALLY
FE- 6	CLAIM FOR DEATH BENEFITS			MA-41.2	MA-414.1	

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FE- 6-DEP	STATEMENT OF CLAIM, OPTION C - FAMILY LIFE INSURANCE	04-81		MA-41.2	SSSS	
FE- 7	CLAIM FOR ACCIDENTAL DISMEMBERMENT BENEFITS			MA-41.2		REQUEST FROM OPM
OPM- 813	REQUEST FOR VERIFICATION OF MILITARY RETIREE'S SERVICE			MA-41.2		REPRODUCE LOCALLY
OPM- 1019	INFORMATION ON SCHEDULE C POSITION AND INCUMBENT			MA-41.2		REPRODUCE LOCALLY
<b>**THRIFT INVESTMENT BOARD</b>						
TSP- 1	FEDERAL RETIREMENT THRIFT SAVINGS PLAN - ELECTION FORM	02-89		MA-41.2	MA-411	
TSP- 2	ELECTION FORM (FERS)	05-87	TIB	MA-41.2	MA-411	
TSP- 2L	CERTIFICATION OF TRANSFER OF FUNDS AND JOURNAL VOUCHER FOR LOAN PAYMENTS	06-87	NFC	MA-41.2	MA-411	

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TSP- 3	FEDERAL RETIREMENT THRIFT SAVINGS PLAN - DESIGNATION OF BENEFICIARY FORM			MA-41.2	MA-411	
TSP- 4	ELECTRONIC FUNDS TRANSFER MESSAGE FORM		NFC	MA-41.2	MA-411	
TSP- 5	EMPLOYEE DATA/PAYMENT/ADJUSTMENT RECORD INPUT FORM		NFC	MA-41.2	MA-411	
TSP- 5L	LOAN PAYMENT		NFC	MA-41.2	MA-411	
TSP- 6	STATEMENT REGARDING SPOUSE(S)		TIB	MA-41.2	MA-411	
TSP- 7	ELECTION OF BENEFITS		TIB	MA-41.2	MA-411	
TSP- 8	PARTICIPANT STATEMENT		NFC	MA-41.2	MA-411	
TSP- 9	CHANGE OF ADDRESS		TIB	MA-41.2	MA-411	
TSP- 10	REQUEST FOR POSITIVE ADJUSTMENT		NFC	MA-41.2	MA-411	
TSP- 11	TSP ANNUITY BENEFITS		TIB	MA-41.2	MA-411	

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TSP- 12	APPLICATION FOR SUBSTANTIALLY EQUAL PAYMENTS		TIB	MA-41.2	MA-411	
TSP- 13	DESIGNATION OF AN ELIGIBLE RETIREMENT PLAN		TIB	MA-41.2	MA-411	
TSP- 14	JOINT WAIVER OF SPOUSE'S ANNUITY		TIB	MA-41.2	MA-411	
TSP- 15	CHANGE IN NAME OR MARITAL STATUS		TIB	MA-41.2	MA-411	
TSP- 16	REQUEST FOR A WAIVER OF NOTICE TO SPOUSE OR WAIVER OF SPOUSE'S CONSENT		TIB	MA-41.2	MA-411	
TSP- 17	APPLICATION FOR ACCOUNT BALANCE OF DECEASED PARTICIPANT		TIB	MA-41.2	MA-411	
TSP- 18	VALIDATION OF RETIREMENT INFORMATION	04-89	TIB	MA-41.2	MA-411	
TSP- 20	TSP LOAN APPLICATION		TIB	MA-41.2	MA-411	
TSP- 21	TSP LOAN AGREEMENT/PROMISSORY NOTE		NFC	MA-41.2	MA-411	
TSP- 21E	TSP EDUCATIONAL LOAN DOCUMENTATION		NFC	MA-41.2	MA-411	

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TSP- 21H	TSP FINANCIAL HARDSHIP LOAN DOCUMENTATION		NFC	MA-41.2	MA-411	
TSP- 21M	TSP MEDICAL LOAN DOCUMENTATION		NFC	MA-41.2	MA-411	
TSP- 21R	TSP RESIDENTIAL LOAN DOCUMENTATION		NFC	MA-41.2	MA-411	
TSP- 22	TSP LOAN PAYMENT ALLOTMENT FORM		NFC	MA-41.2	MA-411	
TSP- 23	LOAN PAY SCHEDULE		NFC	MA-41.2	MA-411	
TSP- BK01	TSP WITHDRAWAL INFORMATION		NFC	MA-41.2	MA-411	
TSP- BK02	WITHDRAWING YOUR TSP ACCOUNT BALANCE (PACKAGE CONTAINS TSP FORMS 6, 7, 9. 11-1B)		TIB	MA-41.2	MA-411	
TSP- BK04	LOAN BOOKLET		TIB	MA-41.2	MA-411	
TSP- BK05	THRIFT SAVINGS PLAN ANNUITIES	03-88	TIB	MA-41.2	MA-411	

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**TREASURY						
FMS- 2108	STATEMENT OF UNEXPENDED BALANCES		TD	MA-3.2	MA-331	
FORM 1099MISC	MISCELLANEOUS INCOME	1987	IRS	MA-3.2	MA-343.2	
TFS- 1664R	REQUEST TO REMAIL UNDELIVERABLE CHECK AND/OR BOND		TD	MA-3.2	MA-343.2	
**OTHER						
D- 4	D.C. WITHHOLDING			MA-3.2	SSSS	
MW- 507	MARYLAND WITHHOLDING			MA-3.2	SSSS	
VA- 4	VIRGINIA WITHHOLDING	04/80		MA-3.2	SSSS	
W- 4	FEDERAL WITHHOLDING			MA-3.2	SSSS	