

## DATA REQUEST

<b>SECTION I. GENERAL INFORMATION</b>										
REQUESTOR		OFFICE SYMBOL		PHONE NUMBER		D-OP NUMBER		D/R NUMBER		
DTG OF REQUEST			REQUESTED DELIVERY DTG		SCHEDULED PRODUCTION DTG		ESTIMATED DELIVERY DTG			
<b>SECTION II. REQUIREMENTS</b>										
OP NUMBER		OD		COMPUTER CHARGE CODE		JON		RDO APPROVAL		
ITEM DESCRIPTION (OD/SODIM)								MICROFILM <input type="checkbox"/> YES <input type="checkbox"/> NO		
OD/DODIM IDENTIFICATION			SITE SOURCE		SECURITY CLASSIFICATION					
DATA ITEM NUMBER		ORIG	COPY			<input type="checkbox"/> U <input type="checkbox"/> C <input type="checkbox"/> S		<input type="checkbox"/> OTHER		
		<input type="checkbox"/>	<input type="checkbox"/>	TAPE LOCATION		TAPE DISPOSITION		QC REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		
		<input type="checkbox"/>	<input type="checkbox"/>	ZULU TIME INTERVALS						
		<input type="checkbox"/>	<input type="checkbox"/>	TAPE NUMBER		FROM (TIME-UTC)		TO (TIME-UTC)		
		<input type="checkbox"/>	<input type="checkbox"/>							
		<input type="checkbox"/>	<input type="checkbox"/>							
<b>SECTION III. DATA DISPOSITION</b>										
RECIPIENT					ADDRESS CODE		DELIVERY (Check Type)			
ADDRESS							<input type="checkbox"/> COURIER <input type="checkbox"/> MAIL			
							<input type="checkbox"/> OTHER _____			
							<input type="checkbox"/> RECIPIENT COURIER			
							<input type="checkbox"/> FEDERAL EXPRESS			
REMARKS (Provide details that will assist the analyst)										
<b>SECTION IV. DATA CENTERS REQUIRED</b>										
<input type="checkbox"/> 20	<input type="checkbox"/> TAER	<input type="checkbox"/> 60	<input type="checkbox"/> 70	<input type="checkbox"/> 80	<input type="checkbox"/> 90	<input type="checkbox"/> MDR	<input type="checkbox"/> TMRA	<input type="checkbox"/> DHC		
<input type="checkbox"/> TMDL	<input type="checkbox"/> OPTICS	<input type="checkbox"/> OTHER _____	<input type="checkbox"/> OTHER _____	<input type="checkbox"/> OTHER _____						
<b>SECTION V. DATA HANDLING</b>										
PRIORITY		FINAL D/R DIST DTG			R/U NOTIFIED			ACTUAL DLVY DTG		
<b>SECTION VI. JUSTIFICATION CODES (CHECK APPROPRIATE CODES)</b>										
<input type="checkbox"/> 01	ADDITIONAL DUTY			<input type="checkbox"/> 04	ORIGINAL DATA UNSATISFACTORY			<input type="checkbox"/> 07	EVALUATION TESTING	
<input type="checkbox"/> 02	ON REQUEST (72 HR LIMIT)			<input type="checkbox"/> 05	NON-RECEIPT OF DATA			<input type="checkbox"/> 08	ENGINEERING ANALYSIS	
<input type="checkbox"/> 03	SPECIAL REQUEST			<input type="checkbox"/> 06	MALFUNCTION OR ABORT			<input type="checkbox"/> 09	FSC WORK REQUEST	

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).