

**NAF PERSONNEL ACTION WORKSHEET NO. 2**

CODE AND TYPE OF PERSONNEL ACTIONS	ENTER NOA, EMPLOYEE NAME AND SSN FOR EACH ACTION REVIEWED.							
<b>SEPARATIONS</b>								
N030-Resignation                      N040-Resignation-PL 101-508								
N031-Termination-Involuntary      N043-Retirement-Voluntary								
N034-Separation-Military            N045-Separation-Death								
N036-Separation                        N046-Termination								
N037-Removal                          N047-Termination Without Prejudice								
N038-Resignation-Abandonment    N049-Transfer Out								
<b>COMPLIANCE ITEMS</b>								
Effective Date								
NOA and Terminology								
Proper Procedures								
Supporting Documents								
Contents of Notices								
Entry on RPL								
Other								
<b>DISCREPANCIES</b>								
Remarks on AF Forms 2548/2545								
Material Properly Filed in OPF								
Required or Extraneous Forms Filed in OPF								
AFNAF Retirement Program Documents								
Service Computation Date								
Appropriateness of Penalty								
Appropriate Signatures on AF Forms 2548/2545								
Other								

REMARKS

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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).