

**NAF PERSONNEL ACTION WORKSHEET NO. 3**

CODE AND TYPE OF PERSONNEL ACTIONS	ENTER NOA, EMPLOYEE NAME AND SSN FOR EACH ACTION REVIEWED									
<b>OTHER ACTIONS</b>										
N055-Voluntary Disenrollment in Retirement Plan	N086-LWOP-Workers' Compensation									
N070-Change in Military Status	N087-Extension of LWOP									
N071-Change in Service Computation Date	N088-Return to Duty									
N072-Name Change	N089-Extension of Temporary Promotion NTE									
N073-Election of Insurance Coverage	N090-Ext of Temporary Reassignment NTE									
N074-Change in Insurance Coverage	N092-Extension of Temporary Appointment NTE									
N075-Election in Retirement Coverage	N093-Change in Position Title									
N076-Change in Dependent Status	N094-Change in Occupational Code									
N077-Completion of Probationary Period	N095-Change in Citizenship									
N079-Application of Tip Offset	N099-Change in Position Number (CPCN)									
N080-Reinstatement of Tip Offset	N184-Extension of Furlough NTE									
N081-Change in Tip Offset	N891-Time-Off Award									
N083-LWOP NTE	N893-Within-Grade-Increase									
N084-Furlough NTE	N894-Pay Adjustment									
N085-Furlough-Military	N895-Change in Garanteed Hours									
<b>COMPLIANCE ITEMS</b>										
Service Computation Date										
Proper Procedures										
Pay Determination										
Supporting Documents										
Contents of Notices										
Effective Date										
Health and Life Plan and Class Codes										
Other										
<b>DISCREPANCIES</b>										
NOA and Terminology										
Required Remarks on AF Forms 2548/2545										
Material Properly Filed in OPF										
Guaranteed Hours on AF Forms 2548/2545										
Required or Extraneous Forms Filed in OPF										
Appropriate Signatures on AF Forms 2548/2545										
Other										
REMARKS										

**Download any U.S. FedForm (free, fillable, savable in Adobe Reader)!  
Start with the "Flash Demo" at the top of the following page:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

**Convert any fillable PDF form to savable (locally, in Adobe Reader):  
[www.savePDF.com](http://www.savePDF.com)**

**Convert any document (in any format) to PDF fillable and savable:  
[www.FillinDocs.com](http://www.FillinDocs.com)**

**All (10's of 1,000's) U.S. Federal Forms already fillable, savable:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

---

### **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).