



# INTERAGENCY MULTIPLE DOCUMENT REQUEST

(See Instructions on reverse before completion.)

<b>1. DATE SUBMITTED</b>		<b>2. DIA CUSTOMER NUMBER</b>		<b>3. CLASSIFICATION OF REQUEST</b>		<b>5. REQUESTING OFFICE POINT OF CONTACT</b>						
						a. NAME		b. TITLE				
<b>4. TYPE OF REQUEST</b> <i>(X one)</i>				<b>c. NATO MATERIAL</b>		<b>c. SIGNATURE</b>		<b>d. AUTOVON/COMMERCIAL TELEPHONE NUMBER</b> <i>(Include Area Code)</i>				
a. COLLATERAL (U), (C), (S)		b. COLLATERAL (TS)										
		d. COMPARTMENTED										
<b>6. FROM</b> <i>(Organization and complete mailing address)</i>				<b>7. TO</b> <i>(Organization and complete mailing address)</i>		<b>8. CATEGORY REQUESTED</b> <i>(X as applicable)</i>		<b>9. MEDIUM</b> <i>(X one)</i>				
						a. IIR ONLY		a. HARDCOPY				
						b. IIR WITH ENCLOSURE		b. HARDCOPY PREFERRED (FICHE ACCEPTABLE)				
						c. ENCLOSURE ONLY		c. FICHE ONLY				
						d. VIDEOTAPE		d. RETENTION OR LOAN (NO PREFERENCE)				
						e. REGULATORY PUBLICATIONS		e. LOAN ONLY <i>(Specify due date)</i>				
						f. FINISHED INTELLIGENCE						
						(1) One Time Issue						
						(2) Recurring						
<b>10. DOCUMENT NUMBER</b>		<b>11. DOCUMENT TITLE</b> <i>(Long Title)</i>			<b>12. AUTHOR OR PREPARING AGENCY</b>		<b>13. PUBLICATION DATE</b>		<b>14. CLASS</b>	<b>15. QTY</b>	<b>16. REFERENCE OR SOURCE</b>	<b>17. ACTION</b> <i>(See Item 19)</i>
a.												
b.												
c.												
d.												
e.												
f.												
g.												
h.												
<b>18. VALIDATION CHAIN OF COMMAND</b>					<b>19. ACTION TAKEN CODES</b>				<b>20. RESERVED FOR ACTION OFFICE</b>			
a. SIGNATURE			b. DATE SIGNED		<b>F</b> Only Microfiche available. <b>H</b> Only Hardcopy available. <b>I</b> Unidentified. Resubmit with more information. <b>L</b> Only Loan Copy available. Resubmit to RTS-2A. <b>M</b> Limited stock available. _____ copies available. <b>N</b> Not received for stock. Resubmit in _____ days. <b>P</b> Stock supply exhausted. Reprints in _____ days. <b>R</b> Under revision. Resubmit in _____ days. <b>X</b> Stock supply exhausted. No reprints available. <b>Y</b> Stock supply exhausted. Contact producer.  Number following code corresponds to number of days or copies. Six digit number is the date.							
c. SIGNATURE			d. DATE SIGNED									
e. SIGNATURE			f. DATE SIGNED									

## INSTRUCTIONS FOR COMPLETION OF DD FORM 1142-1

Keep one copy for your records. DIA must receive at least two copies. Validators may need one copy. Forward three copies minimum.

1. **Date.** Self Explanatory.
2. **DIA Customer Number.** Number of unit. Example: B344.
3. **Classification of Request.** Classification should be the classification of the request, not the classification of the document(s) requested.
4. **Type of Request.**
  - a. Collateral Material - (U), (C), (S).
  - b. Collateral Material - (TS).
  - c. NATO Material.
  - d. Compartmented Material - Specially handled material at any classification (thru SSO channels).  
Only one type of classification per DD Form 1142-1. Example: U/C/S only, Top Secret only, NATO only, or Compartmented only.
5. **Requesting Office Point of Contact.** Point of contact at unit requesting product(s).
6. **From.** Mailing address of customer.
7. **To.** Mailing address of agency.
8. **Category Requested.**

IIR - Intelligence Information Report.  
Enclosure - Material attached to IIR. May be photos, documents, etc.  
Videotape.  
Regulatory Publications.  
Finished Intelligence. Both blocks must be marked if recurring distribution and initial issue are required.  
One Time Issue - No changes, updates or revisions will be sent.  
Recurring - Unit will be placed on automatic distribution for future issues.
9. **Medium.** Medium of product. Only one type of product per DD Form 1142-1. Example: IIR, Microfiche, Collateral Document, etc.
10. **Document Number.** The individual number assigned to the document. Example: DRS-2600-4751-86, IIR-6849-0499-86.
11. - 13. Self Explanatory.
14. **Classification.** Classification of document requested.
15. **Quantity.** Number of copies of document requested.
16. **Reference or Source.** Where the document was located or listed.
17. **Action Taken.** See codes in Item 19.
18. **Validation Chain of Command.** The same as the administrative chain of command. Must be signed by validator, dissemination program manager, if applicable.
19. **Action Taken Codes.** Example: "R 30 881101" means, "Under revision; resubmit in 30 days. The request was processed 1 Nov 88."
20. **Reserved for Action Office.** Self Explanatory.