



**SECTION I - DISTRIBUTION OF OUTPUT AND MAN-HOURS**

PROGRAM (a)	CONTRACTING			PROGRAM (e)	PURCHASING		
	DOCUMENTS (b)	LINE ITEMS (c)	MAN-HOURS (d)		DOCUMENTS (f)	LINE ITEMS (g)	MAN-HOURS (h)
<b>STORES</b>				<b>STORES</b>			
1. AWARDS				7. ESTABLISHED SOURCE			
<b>NONSTORES</b>				8. 302(c)(3)			
2. AWARDS				9. DEFINITE QUANTITY			
<b>SCHEDULES</b>				10. TOTAL STORES			
3. MULTIPLE AWARDS				<b>NONSTORES</b>			
4. ALL OTHER AWARDS				11. ESTABLISHED SOURCE			
5. TOTAL SCHEDULES				12. 302(c) (3)			
<b>ALL PROGRAMS</b>				13. DEFINITE QUANTITY			
6. SUBTOTAL (Sum of lines 1, 2, and 5)				14. TOTAL NONSTORES			
				<b>ALL PROGRAMS</b>			
				15. ESTABLISHED SOURCE			
				16. 302(c) (3)			
				17. DEFINITE QUANTITY			
				18. SUBTOTAL (Sum of lines 15 - 17)			
				19. TOTAL (Sum of lines 6 and 18)			

**SECTION II - SUPPLEMENTAL DATA**

(i)	TOTAL (j)	(k)	TOTAL (l)	(m)	TOTAL (n)
20. SUPERVISION		23. OTHER (Explain in remarks)		26. DETAILS OUT	
21. CONTRACT ADMINISTRATION		24. TRAINING		27. (Sum of lines 20 - 26)	
22. DATA ENTRY/PTR/2790 CONTROL AND CODING		25. LEAVE		28. DETAILS IN (Included in Sections I and II)	

**SECTION III - SUPPLEMENTAL MAN-HOURS DATA**

(o)	TOTAL (p)	(q)	TOTAL (r)	(s)	TOTAL (t)
29. AUTHORIZED CEILING		33. TOTAL AUTHORIZED MAN-HOURS (Ceiling x hours in month)		33d. - DETAILS OUT	
30. ON BOARD BEGINNING OF MONTH		33a. + OVERTIME		33e. - VACANCIES	
31. ON BOARD END OF MONTH		33b. + WAE/STUDENT AID		34. RESULTS OF LINES 33 THRU 33e (Should equal line 32)	
32. TOTAL AVAILABLE MAN-HOURS (Sum of lines 19 and 27)		33c. + DETAILS IN			

REMARKS

SIGNATURE	TITLE	DATE
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