


SECRET

FILE		REQUEST FOR PERSONNEL ACTION			DATE PREPARED 23 May 1962	
1. SERIAL NUMBER 10773		2. NAME (Last-First-Middle) OCOBELL, James P. Jr.				
3. NATURE OF PERSONNEL ACTION Reassignment and Transfer to Confidential Funds			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 5 27 62		5. CATEGORY OF EMPLOYMENT Regular	
6. FUNDS 		V TO V <input type="checkbox"/>	X V TO CF <input checked="" type="checkbox"/>	7. COST CENTER NO. CHARGE-ABLE 2137-700-3361	8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS IDG/FE 13-26 FE/JAO-(Atsugi Base)* Administrative Section Security Unit			10. LOCATION OF OFFICIAL STATION 13-26 (Atsugi, Japan)			
11. POSITION TITLE Security Officer 88-15			12. POSITION NUMBER 3169	13. CAREER SERVICE DESIGNATION SS		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 1810.01	16. GRADE AND STEP 15 3	17. SALARY OR RATE 14,330		
18. REMARKS From: IDG/OS/ID Invest-Oper Sup/88 Div/OC/0370 259's submitted to Medical Staff Subject to depart o/a 8 June 1962 Any questions inquire FE/FE/JAO-KOR x5271 (L.E. Hesser) *For slotting purposes only until slots transferred to (Osima) Subject to be physically located at (Osima) lcc - Finance Div. 13-17 lcc Security 13-17 Date: 1 JUN 1962 Security Approval has been granted for the use contemplated by this request W. G. Osbourne 03 Chief, Personnel Security Division						
18A. SIGNATURE OF REQUESTING OFFICIAL R. L. Staten ACPE/Pers		DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		
18C. DATE SIGNED						
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL						
19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGREE CODE	
24. HDQTRS. CODE	25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.	
34. SEX	35. VET. PREFERENCE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. MIL. SERV. CREDIT/LCD 1 - YES 2 - NO	39. FEGLI / HEALTH INSURANCE 0 - WAIVER 1 - YES	
40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		
44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE	45. POSITION CONTROL CERTIFICATION			46. O.P. APPROVAL		
DATE APPROVED						

3/20

OFFICE OF PERSONNEL

EMPLOYEE NOTICE OF RESIGNATION

RESIGN EFFECTIVE _____ FOR THE FOLLOWING REASON:
(Date)

JUN 4 11 05 AM '62

MAIL ROOM

MY LAST WORKING DAY WILL BE	DATE SIGNED	SIGNATURE OF EMPLOYEE
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FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (Number, Street, City, Zone, State)

INSTRUCTIONS

Items 1 thru 7 and Items 9 thru 18a - The initiating office should fill in each of the referenced items. Items 3 thru 7 and 9 thru 18 require information which pertains only to the action requested, and NOT to the current status of the employee unless specific items remain unchanged.

Item 5 - "Category of Employment" should show one of the following entries: Regular, Part Time, Temporary, Temporary - Part Time, Summer, Detail Out, Detail In, WAE, Consultant, Military

Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:

- FIRST LINE Major Component (Director, Deputy Director, etc.)
- Office, Major Staff, etc.
- Division or Staff (subordinate to first line)
- Branch
- Section
- Unit

Item 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.

Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.

ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in HB 20-800-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.