

APPENDIX F-77

OUTPUT OF NON-DAAS/MINIMIZE DATA FOR MAILING

1. PURPOSE

To provide a listing of nonstatus documents which must be forwarded to applicable recipients by mail. Documents that may be output include: Documents not routed by DAAS; documents that do not contain a Communications Routing Indicator (COMM RI) in the SAMMS Combined Address File (SCAF); or documents to be mailed during MINIMIZE or DAAS outage.

2. ORIGIN

This listing is output as a result of processing data output from the SAMM System.

3. FREQUENCY

Produced daily during the execution of the data processes.

4. FORMAT

a. Heading Line: Standard heading. Imbedded in the heading line is a field titled SEQ. This field contains a sequentially assigned number indicating the number of times during a calendar year the report has been produced.

b. Data Organization.

(1) Sequence:

(a) Major: Sequence is by Activity Address Code (AAC) of status recipient.

(b) Minor: Sequence is by Document Identifier Code (DIC).

(2) Number of lines per page: Variable.

(3) Spacing: Single-spaced.

(4) Page Break: On change of AAC or overflow.

(5) Required Totals: None.

c. Captions of Data Elements:

(1) RECORD POSITIONS 01-80 - Reflects the 80-position format of the document. Formats of the documents reflected are described in the applicable B appendix indicated by the DIC in positions 1-3.

(2) REJECT OR SPECIAL HANDLING MESSAGES - Will reflect constant message of MAIL DATA.

(3) DAY - Indicates three position numeric Julian day the document was produced.

(4) TIME - Indicates four position numeric ZULU time the document was produced.

5. DISTRIBUTION AND RETENTION

One copy to the Telecommunications Branch of the Office of Telecommunications and Information Services (OTIS). This listing may be destroyed after all processing is completed.

6. PROCEDURES FOR REVIEW AND PROCESSING

a. Processing personnel will receive the listing, accompanying cards and the preaddressed Status Address Envelopes, in the format of appendix C-84 or mailing address labels.

b. Match the address of the status recipient indicated by the TAC 1 address on the listing with the in-the-clear address on preaddressed Status Address Envelopes or mailing address labels.

c. Prepare documents for mailing in accordance with current mail procedures and forward to the Mail and Distribution Branch, Office of Installation Services for mailing.

OUTPUT OF NON-DAAS/MINIMIZE DATA FOR MAILING (CONT'D)

REPORT NO.	F-77	SEQ. 0001	OUTPUT OF NON-DAAS/MINIMIZE DATA FOR MAILING	REJECT OR SPECIAL	PAGE				
0	1	2	3	4	5	6	7	8	DAY TIME
.....5.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....05.....0.....5.....0.....5.....0.....5.....0.....5.....0
AE1S9CU4720006298042	FT00267AT814961400706DAT6508A34WB619212281BBS9C	700000300		MAIL DATA	235	1200			
AE1S9CU4720008966017	EAO0002AT814961400711BAT6508A34WB6	12281BBS9C	1880000340	MAIL DATA	235	1200			
AE1S9CU6115007370282	EAO0021AT814961401455CAT6508A34WB6	12281BBS9C	1880000300	MAIL DATA	235	1200			
AE1S9CU2530007860227	EAO0002AT814961402040	AT6508A34WB6	12281BBS9C	1880000360	MAIL DATA	235	1200		
AE1S9CU2520006467587	EAO0015AT814961402270CAT6508A34WB619412281BBS9C	2270004194		MAIL DATA	235	1200			