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A) A ROSTER OF ALL PERSONNEL CURENTLY ON BOARD DIRECTLY ENGAGED IN INVESTIGATIVE OPERATIONS - AS INVESTIGATORS (ON-STREET OR SUPERVISORY), OR IN DIRECT CLERICAL SUPPORT THERETO. UNDER THIS CATEGORIZATION, PERSONS (OTHER THAN GS 1811 S) ASSIGNED TO CODE 40, SUPPOLY, FISCAL, OR PERSONNEL SUPPORT DUTIES, ARE NOT TO BE REPORTED ON.

(B) THE ROSTER SHOULD REFLECT: NAME, CURRENT LOCATION (CITY AND NIS COMPONENT), GRADE/STEP, JOB SERIES, CODE, P.D. NUMBER, AND THE PERCOENTAGE OF TIME EXPENDED ON PSI AND NON-PSI DUTIES. IN THE LATTER CONNECTION, THE INDIVIDUAL'S IPR'S FOR

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THE PAST SEVERAL MONTHS (ANY REPRESENTATIVE TIME) SHOULD BE UTILIZED AS THE SOURCE DATA. INVESTIGATIVE SUPERVISORS SHOULD REPORT THEIR PERCENTAGE BASED ON THE WORK OF THE COMPONENTS SUPERVISED, E.G., AN SRA'S PERCENTAGE SHOULD BE BASED ON THE OVERALL PERCENTAGE OF HIS RESIDENT AGENCY, THE SUPERVISOING AGENT'S, ON THE BASIS OF THE NISO. THE SECRETARIAL/CLERICAL ASSISTANCTS OF THOSE SUPERVISORS SHOULD BB SIMILARLY DEVELOPED.

- (C) THE ROSTER SHOULD BE SUBMITTED BY AUTOVON IN THE FOLLOWING FORMAT:
 - (1) NAME
 - (2) CURRENT LOCATION (NIS COMPONENT AND CITY)
 - (3) GRADE

S/N 0107-900-1101

- (4) IDENTIFICATION (BY PERCENTAGE) OF WORK DEVOTED TO PSI FUNCTION
- (5) POSITION DESCRIPTION (PD) NUMBER.
- A. EXCLUSIVE OF THE ABOVE INFORMATION, CERTAIN OTHER INDIVIDUALS MAY WISH, AT THIS TIME, TO EXPRESS THEIR DESIRES TO COMPETE FOR DIS POSITIONS. SUCH EXPRESSION WILL BE ACCEPTED AS NOT BINDING ON EITHER THE INDIVIDUAL OR NAVINVSERV. THE IDENTITIES OF THOSE INDIVIDUALS WHO EXPRESS SUCH A PREFERENCE SHOULD BE INCLUDED IN THE AUTOVON REPLY TO THIS MESSAGE.
- 5. THE INFORMATION, ABOVE, WILL BE OF BENIFIT TO NIS MANAGEMENT IN THE EVENT THE NUMBER OF PERSONNEL WHO ARE IDEINTIFIED AS PERFORMING 50% OR MORE OF THEIR DUTY IN THE PSI FUNCTION FALLS SHORT OF THE ULTIMATE DIS MANPOWER LEVY MADE UPON NIS. TO ILLUSTRATE THE SIGNIFICANCE OF SUCH A PERSONAL EXPRESSION, THE FOLLOWING HYPOTHETICAL SITUATION MAY BE OF BENEFIT:

WITHIN COMPETATIVE AREA "X", THERE ARE 10 PERSONNEL ASSIGNED. THROUGH STUDY IT IS DETERMINE THAT

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THREE MAN YEARS ARE DEVOTED TO THE PSI FUNCTION ONE INDIVIDUAL CAN BE CLEARLY IDENTIFIED WITH THE FUCTION ON THE BASIS THAT HE PERFORMS 50% OR MORE OF HIS DUTY IN THE PSI FUNCTION. TO IDENTIFY THE TWO OTHER PERSONNEL, A RETENTION REGISTER OF THE REMAINING NINE INDIVIDUALS WILL BE PREPARED. IF THERE ARE VOLUNTEERS FOR THE POSITIONS, THE TWO MOST SENIOR WILL BE CHOSEN; IF THERE ARE NO VOLUNTIEERS, THE TWO MOST JUNIOR PERSONNEL WILL BE DESIGNATED.

G, ADDEES ARE REQUESTED TO TRANSMIT THE ABOVE REQUIRED AUTOVON RESPONSE TO NAVINVSERVHQ (CODE 30) AS EXPEDITIOUSLY AS POSSIBLE. CONCURRENTLY, EXCEPT FOR IORR, THE SERVICEING CPO IS TO BE REQUESTED TO PREPARE A FORMAL RETENTION REGISTER OF ALL CIVILIAN PERSONNEL ASSIGNED. THAT RETENTION REGISTER IS TO BE FORWARDED. TO NISHQ/CODE 30 FOR RECEIPT NO LATER THAT I AUGUST 1972.

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- (5) POSITION DESCRIPTION BY NUMBER
- DATA BASE FOR ITEM (4) ABOVE WILL BE EXTRACTED FROM INFORMATION PROVIDED BY PAST INDIVIDUAL IPR'S AND IS BEING COMPILED AT THIS NISO.
- "EXCLUSIVE OF THE ABOVE INFORMATION, REFERENCE (A) FURTHER STATES. CERTAIN OTHER INDIVIDUALS MAY WISH, AT THIS TIME, TO EXPRESS THEIR DESIRES TO COMPETE FOR DIS POSITIONS. SUCH EXPRESSION WILL BE ACCEPTED AS NOT BINDING ON EITHER THE INDIVIDUAL OR NAVINVSERV. IDENTITIES OF THOSE INDIVIDUALS WHO EXPRESS SUCH & PREFERENCE SHOULD BE INCLUDED IN THE AUTOVON REPLY TO THIS MESSAGE. ".
- ADDEES ARE DIRECTED TO PROVIDE THE INFORMATION REQUESTED IN PARA (3) ABOVE TELEPHONICALLY TO CODE 1123 ASAP.

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