

39-65     Activity/Contractor: The name of an activity or contractor. "Activity" refers to a field activity which is headed by a commanding officer, administrator, or other top management official. "Activity" also refers to an organization in the agency headquarters which accomplishes any of those ADP functions outlined in the scope of this Circular.

Examples - field activities: Robins Air Force Base, Boston Naval Shipyard, Fort Benning, Camp Lejeune, Goddard Space Flight Center, USS Proteus, Southwest Regional Office, Veterans Hospital, Dugway Proving Ground, Defense General Supply Center.

Examples - agency headquarters: Office of Data Processing, Management Information Systems Division, ADP Management Branch, Data Processing Staff.

Examples - contractors: Bendix Aviation Corp., Rand Corp., Duke University, General Electric Co.

79     Reserved: Do not punch.

80     Transaction Code: Enter one of the following codes:

1. Initial submission as of June 30, 1967
2. New ADP Unit - add to file
3. Discontinuance of ADP Unit - delete from file

The following information is required in Card Format B:

- 1     Card Code: Punch "B" in this column.
- 2-3   Agency Code: Same as columns 2-3, above.
- 4-7   ADP Unit Number: Same as columns 4-7, above.