

Government forms

STANDARD FORM 52
RIGHTS OFFICE OF THE
U. S. CIVIL SERVICE COMMISSION
HEADQUARTERS - FEDERAL PERSONNEL
MANUAL CHAPTER 81

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs.—One given name, initial(s), and surname) 2. DATE OF BIRTH 3. REQUEST NO. 4. DATE OF REQUEST

5. NATURE OF ACTION REQUESTED:
A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) 6. EFFECTIVE DATE
A. PROPOSED: 7. C. S. OR OTHER
LEGAL AUTHORITY

8. POSITION (Specify whether establish, change grade or title, etc.) 9. APPROVED:

FROM: 10. POSITION TITLE AND NUMBER 11. SERVICE GRADE, AND SALARY 12. ORGANIZATIONAL DESIGNATION 13. HEADQUARTERS
FIELD DEPARTMENTAL FIELD DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title) D. REQUEST APPROVED BY
Signature: Title:

E. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

13. VETERAN REFERENCE NONE | WWW | OTHER | S. P. T. 14. POSITION CLASSIFICATION ACTION NEW | VICE | A. REAL

15. APPROPRIATION FROM: TO: 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) 18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 19. LEGAL RESIDENCE [] CLAIMED [] PROVED STATE:

D. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL OR POS. CONTROL			
C. CLASSIFICATION			
D. PERCEMENT OR ENPL.			

F. APPROVED BY

16-57200-1

Description

Government forms for Bill Jewell, General Services Administration.

Date(s)

May 7, 1958

Accession Number

58-324-04

4x5 inches (10x13 cm) Black & White

Keywords Government paperwork

HST Keywords Charts - Bill Jewell; Jewell, Bill - Ref. to

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