

# Government forms

**REQUEST FOR PERSONNEL ACTION**  
Standard Form 57, Nov. 1957  
Form 57 (Rev. 11-57)

**PART I. REQUESTING OFFICE:** Unless otherwise instructed, fill in all items in this part except those inside the heavy lines. If applicable, obtain resignation and separation data on reverse side.

1. NAME (Last - First - Middle - M. - Mrs. - Miss)

2. DATE OF BIRTH

3. IDENTIFICATION (Optional)

4. Request Number

5. Kind of Action Requested  
(1) Personnel (Specify appointment, reassignment, resignation, etc.)

6. Proposed Effective Date

7. Date of Request

8. Position (Specify establish., review, et al., etc.)

9. Position Sensitivity

**NATURE OF ACTION** (Use standard terminology)

10. EFFECTIVE DATE OF ACTION

11. CIVIL SERVICE OR OTHER LEGAL AUTHORITY

12. POSITION TITLE AND NUMBER

13. TO—

14. SERIES, GRADE, SALARY

15. NAME AND LOCATION OF OFFICE BY WHICH EMPLOYED

16. DUTY STATION

17. APPOINTED POSITION

18. Yes  No

19. Remarks by Requesting Office (Continue in item 7 on reverse side, if necessary. Show, if applicable, any known additional or modified reasons for resignation.)

20. Request approved by: Signature \_\_\_\_\_ Title \_\_\_\_\_

21. Telephone Call (Home and telephone number) \_\_\_\_\_

**PART II. TO BE COMPLETED BY PERSONNEL OFFICE** (Items inside heavy lines in Part I above also to be completed)

22. VERSION REFERENCE

23. POSITION TO BE OCCUPIED IS IN THE: Competitive Service  Excepted Service

24. PAYROLL DEDUCTIONS: CSR  FICA  FEGLI

25. POSITION CLASSIFICATION ACTION: Near  Vice  I. A.  Regr.

26. REMARKS: (Note: Use item 19 on reverse for Standard Form 50 Qualification Standard.)

27. APPROVED BY: \_\_\_\_\_ Date \_\_\_\_\_

## Description

Government forms for Bill Jewell, General Services Administration.

Date(s)

June 10, 1958

Accession Number

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4x5 inches (10x13 cm) Black & White

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HST Keywords Charts - Bill Jewell; General Services Administration; Jewell, Bill - Charts

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