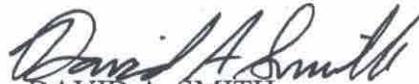


MEMORANDUM FOR RECORD

SUBJECT: COBRA Data Certification

1. FACTOR: Standard Factor #38 – Material Per Assigned Person
2. DESCRIPTION: The average weight of material per person assigned, other than mission equipment.
3. CERTIFIED VALUE: 710 lbs/person
4. DATA SOURCE: See attached report.
5. METHODOLOGY: N/A
6. I certify that the information supplied is accurate and complete to the best of my knowledge and belief.


DAVID A. SMITH
MAJ, AR
ORSA Analyst

ADMINISTRATIVE WEIGHT/EMPLOYEE

<u>Description</u>	<u>Current Amount</u>	<u>Validated Amount</u>
Administrative Weight/Employee	710	710

DATA SOURCE: McClellan Air Force Base Study, 1988

UNIT OF MEASURE: Pounds

METHODOLOGY: Use average weight computed in the study.

REVIEW RESULTS: We traced the weight of administrative material for each employee to the McClellan Air Force Base Study. The study looked at moving a large activity to the other side of the base. The study found that each person shipped about 710 pounds of professional material during the move. Items of professional material included desks, files, chairs, personal computer equipment, official items and technical material.

