

## APPENDIX B

### SUMMARY OF TRANSACTION AND DOCUMENTS NEEDED IN ADDITION TO OR IN LIEU OF THE NASA FORM 1602, NEMS TRANSACTION DOCUMENT

<u>Transaction No. and Name</u>	<u>Additional Document(s)</u>
12/Found On Station	Found On Station Equipment Investigation
38/Borrow by Another NASA Center	Shipping Request
40/Loan or Lease Outside NASA	Loan Agreement Shipping Request
40/Loan to Employees for Offsite Use	Employee Loan Agreement
44/Storage In	Storage Request (If required by local Centers)
65/Transfer to Another NASA Center	Shipping Request
66/Transfer to Another Government Agency	Shipping Request
67/Transfer of Government-Furnished Equipment to a NASA Contractor	Shipping Request
69/Lease In Returned	Shipping Request Lease Agreement (if available)
70/Loan In Returned	Shipping Request Loan Agreement (If available)
71/Survey	Survey Report
73/Modify or Cannibalize	Request for Cannibalization or Modification of Controlled Equipment Form