REQUEST FOR WORK MEASUREMENT STANDARD	DATE OF REQUEST

PART I - INITIATION OF REQUEST

2. **TO:**	1. **FROM:**

3. WORK CENTER NUMBER	4. WORK CENTER NAME	5. ESTIMATED ANNUAL MANHOURS

6. OPERATION/ITEM/FUNCTION

7. REQUESTED BY *(Signature)*	8. TITLE	9. EXTENSION	10. DATE

PART II - ACTION ON REQUEST

1. RECEIVED BY	2. TIME	3. DATE OF RECEIPT	4. SCHEDULED	
			a. STARTING DATE	b. COMPLETION DATE

5. ACTION TO BE TAKEN ON REQUEST

6. SIGNATURE	7. TITLE	8. EXTENSION	9. DATE