REPORT SPECIFICATIONS SHEET

RETURN TO: (Address on reverse side of reporting form) U.S. RAILROAD RETIREMENT BOARD 844 NORTH RUSH STREET CHICAGO, IL 60611-2092			IMPORTANT NOTE: THIS FORM MUST BE COMPLETED AND ENCLOSED WITH EACH REPORT SUBMITTED. BE SURE TO COMPLETE THE RECAPITULATION SHEET ON THE REVERSE SIDE OF THIS FORM IF SUBMITTING FORMS BA-3A, BA-4, OR BA-10.				
DATE REPORT BEING SUBMITTED		EMP	EMPLOYER NUMBER (BA NUMBER)				
CORPORATE NAME AND ADDRESS OF EN	PLOYER	PER	PERSON TO CONTACT REGARDING THIS REPORT				
		TITL	E				
OTHER EMPLOYER NAME(S), IF ANY		TELI	EPHONE NUMBER	FACSIMILE NUM	IBER		
I AM NOT SUBMITTING A REPO	RT BECAUSE MY COMPANY	HAS NO EMPLO	OYEES (Go on to Certification	ation Statement at b	oottom)		
	TYPE OF REPORT (Check only one)				RT MEDIA only one)		
ANNUAL REPORT (FORM BA-3	a) ADDRESS R	REPORT (FORM E	3A-6a)	│ │			
Form BA-6a not submitted because no new hires	☐ SEPARATIO	RATION ALLOWANCE/SEVERANCE PAY REPORT					
_	(FORM BA-9		OEVERVINOET ATT THE OTT	3½ DISKETTE			
ANNUAL REPORT WITH MISCELLANEOUS COMPENSAT			SATION REPORT	☐ CD ROM			
(Magnetic Tape in BA-3d Format)	(FORM BA-1	10)		MAGNETIC TAPE/CARTRIDGE			
ADJUSTMENT REPORT (FORM	, <u> </u>	RNINGS REPORT	<u> </u>		items (a)-(f) below.		
(a) MAGNETIC TAP	E AND CARTRIDGE REPO		ems (a) through (f) must	be COMPLETED)			
Tape or Cartridge Labels	Tape Density (Tape Only)	Tape or Cartridge	Blocking Factor	Reel Numbers	FOR RRB USE RRB-Reels		
Standard IBM Labels	6250 BPI		Record format must be fixed blocked. Record size must				
No Labels		3490 type	be consistent with type of report indicated above.				
Non-standard Header and Trailer Labels	1600 BPI	cartridge 9 Track Tape	How Many <u>Characters</u> Per Block?				
	FORMS BA-3A, BA-4, E	<u>.</u>	Per Block?				
Leading Tape Mark Only	BA-11 MUST BE IN 80 FORMAT. THE BA-3D	CHARACTER					
(f) Data Set Name (DSN):	MUST BE IN 120 CHAF			DATE RECEIVED IN OF	P-A&T-CESC		
ENTER EMPLOYER NUMBERS OF ALI	. SUBSIDIARY UNITS INCLUI	DED IN THE REP	PORT. ATTACH ADDITIONAL	SHEET IF NECESS	SARY.		
FOR RRB USE ONLY							
	CERTI	IFICATION STATI	EMENT				
I UNDERSTAND THAT CIVIL AND CRIMINAL PE MISREPRESENT A FACT MATERIAL TO DETEI INFORMATION WHICH I HAVE GIVEN IS TRUE	MINING A RIGHT TO PAYMENT UI						
SIGNATURE OF CERTIFYING OFFICER/DATE REMARKS							

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RECAPITULATION SHEET (IF MORE THAN 15 PAGES PER REPORT, PHOTOCOPY THIS PAGE BEFORE USING.)

NSTRUCTIONS—1 Check only one box per report 2 Page # - Enter the page number of the report you are recapping. A maximum of 15 pages of that report

INSTRUCTIONS—1. Check only one box per report. 2. Page # - Enter the page number of the report you are recapping. A maximum of 15 pages of that report can be recapped on a single recapitulation sheet. 3. Record Count - Enter the total number of lines used on each page of the form you are recapping. 4. Compensation Totals - Enter the compensation totals that are at the bottom of the form you are recapping. If sick pay, check the sick pay box, etc. 5. Record Totals - Enter the total of all counts entered under Item 3., then show the totals of each column for the rest of the line. 6. Grand Totals - If more than one page is needed to do your recapitulation, fill in the Grand Totals on the last page of the report.

1. Check Only One Box Form BA-3a (Use Increase columns only) Form BA-4 Form BA-10 (Use Tier I columns to report Sick Pay or Miscellaneous Compensation)									
2.	3.	4. COMPENSATION TOTALS							
Page #	Record Count	RUIA Increase	RUIA Decrease	Tier I Increase	Tier I Decrease	Tier II Increase	Tier II Decrease		
				Sick Pay	Misc. Comp.				
5. Record Totals									
6. Grand Totals									