FOI#12337

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05-18-11P11:26 RCVD

May 9, 2011

Via Certified Mail, Return Receipt Requested

Secretary
Port Authority of New York and New Jersey
225 Park Avenue South
New York, NY 10003
Attn: FOI Administrator

RE: Request for Records Regarding Port Authority's Truck Replacement Program

Dear Freedom of Information Officer:

I write on behalf of the Coalition for Healthy Ports ("the Coalition") to request public records pursuant to the Port Authority of New York and New Jersey's ("the Port Authority") Freedom of Information Policy and Procedure.

The Coalition is a partnership of nearly two dozen environmental, public health, labor, faith-based and community organizations working to reverse the unintended, deadly consequences of a failed, deregulated port trucking economy. As detailed below, the Coalition seeks access to records pertaining to the Port Authority's Truck Replacement Program, which is a part of the Port Authority's Clean Air Strategy and was announced on March 10, 2010. The Truck Replacement Program is a $28 million program, partly funded by a $7 million grant from the United States Environmental Protection Agency, designed to encourage the owners of up to 636 pre-1994 drayage trucks that regularly serve the port to purchase newer, cleaner vehicles. Since the success or failure of the Truck Replacement Program will impact the Coalition's mission, as well as the thousands of people that the Coalition represents, the Coalition has a heightened interest in these records.

The Port Authority's Freedom of Information Policy

The Port Authority's Freedom of Information Policy is found in its by-laws, which state "[t]the Port Authority conducts its business in the public interest and therefore the public should have access to the records of the Port Authority. The Port Authority shall follow a Freedom of Information Policy consistent with the freedom of information laws of the two States." *By-Laws of the Port Authority of New York and New Jersey*, § V(I), last amended May 22, 2008.

Subsequent to the most recent amendment of the by-laws, Port Authority staff conducted a review of the Port Authority's Freedom of Information Policy and Procedure and recommended a number of changes designed to provide uninhibited access to the Port Authority's public records and to make the Port Authority's policy more accurately reflect the New York Freedom of Information Law and New Jersey's Open Public Records Act. Those recommendations prompted the Port Authority's Board of Commissioners to unanimously adopt a resolution that can be found at http://www.panynj.gov/faqs/freedom-of-information.html ("the Resolution"). The Commissioners stated in the Resolution that "the activities and decisions of the Port Authority (and its subsidiary corporations) are the public's business," and expressed their "continuing commitment to transparency in the conduct of the public's business, so that the Port Authority and its employees may hold the respect and confidence of the people of the State of New York and New Jersey."

The Resolution stated further that "all records of the Port Authority (and its subsidiary corporations), including records stored electronically, such as on computer tapes or disks, shall be made available for public inspection and/or copying," with the exception of eight categories of records that are exempt from disclosure. New Jersey's Open Public Records Act, N.J.S.A. § 47:1A-1 *et seq.*, defines records as:

> any paper, written or printed book, document, drawing, map, plan, photograph, microfilm, data processed or image processed document, information stored or maintained electronically or by sound-recording or in a similar device, or any copy thereof, that has been made, maintained or kept on file in the course of his or its official business by an officer, commission, agency or authority of the State of or any political subdivision thereof, including subordinate boards thereof, or that has been received in the course of his or its official business by any such officer, commission, agency, or authority of the State or of any political subdivision thereof, including subordinate boards thereof.

N.J.S.A. § 47:1A-1.1. Similarly, New York's Freedom of Information Law, Public Officers Law, Art. 6, §§ 84-90, defines a record as:

> any information kept, held, filed, produced or reproduced by, with or for an agency or the state legislature, in any physical form whatsoever including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or discs, rules, regulations, or codes.

Pub. Off. L., Art. 6, § 86. Therefore, the definition of "records" that shall be made available for public inspection pursuant to the Port Authority's policy is very broad and encompasses a wide array of documents, data, and information stored by means of various media.

The Coalitions' Records Request

With the above-mentioned principles in mind, the Coalition hereby requests access to the following records pertaining to the Truck Replacement Program for inspection and/or copying:

1. Any and all policies regarding eligibility for the Truck Replacement Program
2. Total number of applicants to date, including whether those applicants have applied as independent owner-operators or as licensed motor carriers
3. The total number of applicants, whether classified as independent owner-operators or licensed motor carriers, that have been denied either a loan or a grant or both
4. The total number of grants and/or loans distributed to independent owner-operators, including the dollar amounts of each grant and/or loan
5. The total number of grants and/or loans distributed to licensed motor carriers, including the dollar amounts of each grant and/or loan
6. The total amount of money left in the program to date, as well as the total amount that has been distributed in grants or loans
7. The total number of trucks that have been purchased through the Truck Replacement Program
8. The total number of trucks that have been scrapped as a result of the Truck Replacement Program
9. Any and all correspondence between the Port Authority and the United States Environmental Protection Agency related to or discussing the Truck Replacement Program
10. Any and all correspondence between the Port Authority and the New Jersey Department of Environmental Protection related to or discussing the Truck Replacement Program
11. Any and all correspondence between the Port Authority and the New York Department of Environmental Conservation related to or discussing the Truck Replacement Program.
12. A copy of all records requests received by the Port Authority that request records pertaining to the Truck Replacement Program or the Drayage Truck Registry
13. A copy of the list required to be kept by the Secretary of the Port Authority that details, by subject matter, all of the records in possession of the Port Authority (and its subsidiary corporations)
14. 2010 Port Authority 2010 Drayage Truck Survey
15. Current Clean Air Plan and Truck Ban and Replacement policy documents from the PANYNJ

Pursuant to the Port Authority's Freedom of Information Policy and Procedure, the Secretary of the Port Authority is required to respond to this request within five business days of the receipt thereof by granting access, denying access, or acknowledging receipt of the request and providing a date that is within twenty days from the initial response on which the Port Authority shall grant or deny the request. Accordingly, the Coalition fully expects to receive a response from the Port Authority within five days of its receipt of this request.

Should the Secretary determine that any of the above requested records are exempt from disclosure, the Coalition requests that the Secretary identify which of the eight categories of exempted records in the Resolution applies to such requested records. Further, should the Secretary determine that any of the above requests are so overly broad so as to make it impracticable for the Secretary to identify such records, the Coalition requests that the Secretary

identify such requests so that the Coalition may work cooperatively with the Port Authority to determine the records that the Coalition is seeking.

In closing, the Coalition is in wholehearted agreement with the New York Legislature that "a free society is maintained when government is responsive and responsible to the public, and when the public as aware of governmental actions." Pub. Off. L., Art. 6, § 84. Further, "[t]he people's right to know the process of governmental decision-making and to review the documents and statistics leading to determinations is basic to our society. Access to such information should not be thwarted by shrouding it with the cloak of secrecy or confidentiality." *Id.* In that spirit, the Port Authority should be aware that if the Coalition is denied access to any of the above requested records, the Coalition is fully prepared to utilize all means available, including but not limited to filing an appeal with the Port Authority's General Counsel, to obtain those records.

The Coalition would like to thank the Port Authority in advance for its attention to this records request. All correspondence regarding this request shall be directed to myself. Please do not hesitate to contact me by phone at (973) 424-1485 or by e-mail at wschulte@easternenvironmental.org should you have any questions concerning this request.

Sincerely,

William J. Schulte, Esq.

cc: Governor Chris Christie
Lisa Jackson, Administrator, Environmental Protection Agency
Judith Enck, Regional Administrator, United States Environmental Protection Agency
Robert Martin, Commissioner, New Jersey Department of Environmental Protection
Joseph Martens, Commissioner, New York Department of Environmental Conservation
Chris Ward, Executive Director, Port Authority of New York and New Jersey
Bill Baroni, Deputy Executive Director, Port Authority of New York and New Jersey
Amy Goldsmith, Chair, Coalition for Healthy Ports

THE PORT AUTHORITY OF NY & NJ

Daniel D. Duffy
FOI Administrator

July 29, 2011

Mr. William J. Schulte
Eastern Environmental Law Center
744 Broad Street
Suite 1525
Newark, NJ 07102

Re: Freedom of Information Reference No. 12337

Dear Mr. Schulte:

This is a response to your May 9, 2011 request under The Port Authority of New York and New Jersey's Freedom of Information Policy for copies of various records pertaining to the Port Authority's Truck Replacement Program.

Material responsive to Items 2, 3, 4, 5, 6, 7, 8, 12, 13 and 14 of your request and available under the Policy, which consists of 211 pages, will be forwarded to your attention upon receipt of a photocopying fee of $52.75 (25¢ per page). Payment should be made in cash, certified check, company check or money order payable to "The Port Authority of New York & New Jersey" and should be sent to my attention at 225 Park Avenue South, 17th Floor, New York, NY 10003.

Some material responsive to Item 12 of your request is exempt from disclosure pursuant to exemption (2).

Material responsive to Items 1 and 15 of your request may be found on the Port Authority's website.

Please be advised that the Policy provides that in the event a search for records requested requires more than one-person hour, or in the event a search of computer records requires programming that would take more than one-person hour, a fee will be charged. It is estimated that it will take approximately 41 hours of staff time at a composite hourly rate of $72.18 for a total of $2,959.27 to search for records that may be responsive to items 9, 10 and 11 of your request. An accounting of the actual time spent searching for the records will be maintained and should it amount to less than the estimated hours, the unused portion of your payment will be refunded to you. Accordingly, if it takes more than the estimated hours, you will be advised of the additional fee.

225 Park Avenue South
17th Floor
New York, NY 10003
T: 212-435-3642 F: 212-435-7555

It is important to note that some or all of the documents or potions thereof, identified as being responsive to your request may be exempt from disclosure in whole or in part pursuant to one or more of the exemptions in the Policy. After a search has been conducted, you will be notified in writing as to the availability of documents under the Policy. At that time, you may you may schedule a mutually convenient time for the review of the documents at our office, or pay the applicable photocopying fee ($.25 per page) for the material.

If you would like us to proceed with the search, payment of $2,959.27 must be received in advance in the form of a certified check or money order made payable to "The Port Authority of New York and New Jersey" and addressed to the undersigned at 225 Park Avenue South – 17th Floor, New York, NY 10003.

If you wish to narrow your request, you may do so in writing to the undersigned. A narrowing of your request may result in a reduced search fee.

Please refer to the above FOI Reference number in any future correspondence relating to your request.

Very truly yours,

Daniel D. Duffy
FOI Administrator

Funding Amounts as of May 9th, 2011		
Type	Actual Grant Amount	Actual Loan Amount
IOO	$6,829.75	$20,039.25
IOO	$7,500.25	$22,500.00
IOO	$10,798.50	$30,000.00
IOO	$9,218.50	$27,655.50
IOO	$8,043.50	$24,130.50
IOO	$10,184.75	$30,000.00
IOO	$12,066.50	$36,199.50
IOO	$7,726.00	$23,178.00
IOO	$11,821.00	$18,750.00
IOO	$18,617.00	$52,000.00
IOO	$10,360.50	$26,000.00
IOO	$7,601.00	$22,500.00
IOO	$11,751.00	$24,253.00
IOO	$12,584.75	$28,000.00
IOO	$8,922.75	$26,768.25
IOO	$9,148.50	$27,445.50
IOO	$9,584.75	$24,000.00
IOO	$9,333.25	$27,999.75
IOO	$9,411.00	$28,000.00
IOO	$9,026.00	$27,078.00
IOO	$7,500.00	$22,500.00
IOO	$7,726.00	$23,178.00
IOO	$12,608.50	$37,825.50
IOO	$9,838.50	$28,000.00
IOO	$7,976.00	$23,928.00
IOO	$14,309.50	$42,928.50
IOO	$7,357.88	$22,073.63
IOO	$8,473.25	$25,919.75
IOO	$9,352.75	$28,000.00
IOO	$7,068.50	$18,750.00
IOO	$10,052.25	$30,156.75
IOO	$9,536.00	$28,000.00
IOO	$7,454.75	$22,364.25
IOO	$8,601.00	$25,803.00
IOO	$9,681.00	$29,043.00
IOO	$6,211.00	$18,633.00
IOO	$9,636.00	$26,250.00
IOO	$9,310.75	$27,932.25
IOO	$16,563.50	$49,000.00
IOO	$8,876.00	$26,250.00
IOO	$12,708.25	$18,000.00
IOO	$18,131.13	$53,000.00
IOO	$10,054.50	$26,000.00
IOO	$9,536.00	$28,608.00
IOO	$9,423.50	$28,000.00
IOO	$8,723.50	$26,170.50
IOO	$6,904.75	$20,714.25
IOO	$9,101.00	$26,250.00
IOO	$9,689.75	$29,069.25
IOO	$8,823.50	$26,470.50
IOO	$8,723.25	$25,500.00
IOO	$18,584.75	$55,000.00
LMC	$17,447.25	$30,000.00
LMC	$6,954.75	Grant ONLY
LMC	$10,244.00	Grant ONLY
LMC	$11,586.25	$34,758.75
LMC	$7,146.00	$21,438.00
LMC	$183,390.00	Grant ONLY
LMC	$9,361.00	$28,000.00
LMC	$10,036.00	$28,000.00
LMC	$14,210.75	$40,000.00
LMC	$9,885.75	$29,657.25
Total:	**$799,328.01**	**$1,677,669.38**

	Grant	Loan
Total Funding	$7,000,000.00	$21,000,000.00
Amount Spent	$799,328.01	$1,677,669.38
Amount Remaining	**$6,200,671.99**	**$19,322,330.62**

Number of Applicants as of May 9, 2011	
IOO	155
LMC	40
Total	**195**

Purchased/Scrapped as of May 9, 2011	
Trucks Purchased	73
Trucks Scrapped	69

5 Applicants Ineligible for Grant as of May 9, 2011	
IOO	Did not meet program requirements*
IOO	Model Year of engine ineligible
IOO	Model Year of engine ineligible
LMC	Did not meet program requirements*
LMC	Model Year of engine ineligible

*Documented history of serving port

Zero Applicants Denied Loan as of May 9, 2011

THE PORT AUTHORITY
OF NY & NJ

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY
PORT COMMERCE DEPARTMENT

DRAYAGE TRUCK CHARACTERIZATION SURVEY

Prepared by:
STARCREST CONSULTING GROUP, LLC

December 2010

THE PORT AUTHORITY OF NY & NJ

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY

PORT COMMERCE DEPARTMENT

DRAYAGE TRUCK CHARACTERIZATION SURVEY

DECEMBER 2010

Prepared for:

The Port Authority of New York and New Jersey

Prepared by:

Starcrest Consulting Group, LLC
PO Box 5098
Albuquerque, New Mexico 87185-5098

STARCREST CONSULTING GROUP, LLC
QUALITY ASSURANCE & ENVIRONMENTAL MANAGEMENT

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EXECUTIVE SUMMARY

At the direction of the Port Authority of New York and New Jersey (the Port Authority), Starcrest Consulting Group, LLC (Starcrest) and Hatch Mott MacDonald (HMM) conducted a survey of the drayage trucks calling on Port Authority marine container terminals (leased to private companies). The purpose of the survey was to collect information on the age and activity characteristics of drayage trucks, as an update to the similar survey conducted in 2008. A copy of the survey questions related to these characteristics is included in Appendix A.

The marine terminals that were surveyed represent each of the major operating areas of the Port Authority's container terminals:

- Port Newark: Port Newark Container Terminal
- Elizabeth Port Authority Marine Terminal: Maher Terminal
- Staten Island, New York: New York Container Terminal
- Bayonne, New Jersey: Global Marine Terminal

The information derived from the survey results includes the model year distribution of the fleet of trucks serving the Port Authority terminals, including the relative differences in model year between owner-operated and employee-operated trucks, and an estimate of the total number of trucks in various model year groups. Model year is an important characteristic of drayage trucks (and motor vehicles in general) because emission standards are applicable on a model year basis, and newer trucks are generally subject to stricter (lower) emission standards than older trucks.

Figure E.S.1 illustrates the percentage of trucks of each model year from the survey sample. The highest percentage (most common) model year is 2000, accounting for 11% of trucks surveyed. The average and median model years are also 2000 (ten years old). The median value reflects the age at which half of trucks are older and half are newer.

The model years depicted in Table E.S.1 have been divided into model year groups, such that the years within each group were subject to similar emission standards when new. Information presented in Tables E.S.1 and E.S.2 indicates that: of all trucks serving the Port Authority, approximately 4.5% of are of model year 1993 or older; 22% are of model year between 1994 and 1997; 46% are of model year between 1998 and 2003; 21% are of model year between 2004 and 2006 and 6.4% are of model year 2007 or newer. In Figure E.S.2, the distribution of trucks in the various model year groups is depicted for trucks being driven by owners. Approximately 94% of trucks driven by these owner-operators are of model year 1994 or newer. Figure E.S.3 illustrates the model year group distribution of trucks driven by other than the owner, such as by an employee or contract driver. Approximately 97% of trucks driven by other than the owner are of model year 1994 or newer.

Figure E.S.1: Model Year Distribution of Trucks Visiting the Port Authority Terminals

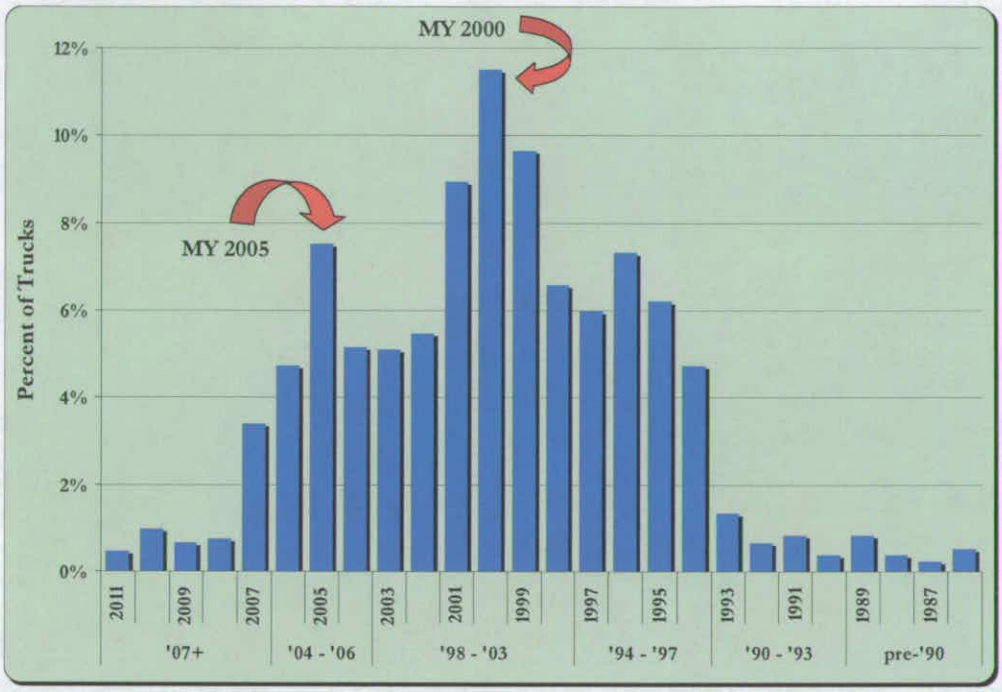


Figure E.S.2: Model Year Group Distribution of Owner-Driven Trucks at the Port Authority Terminals

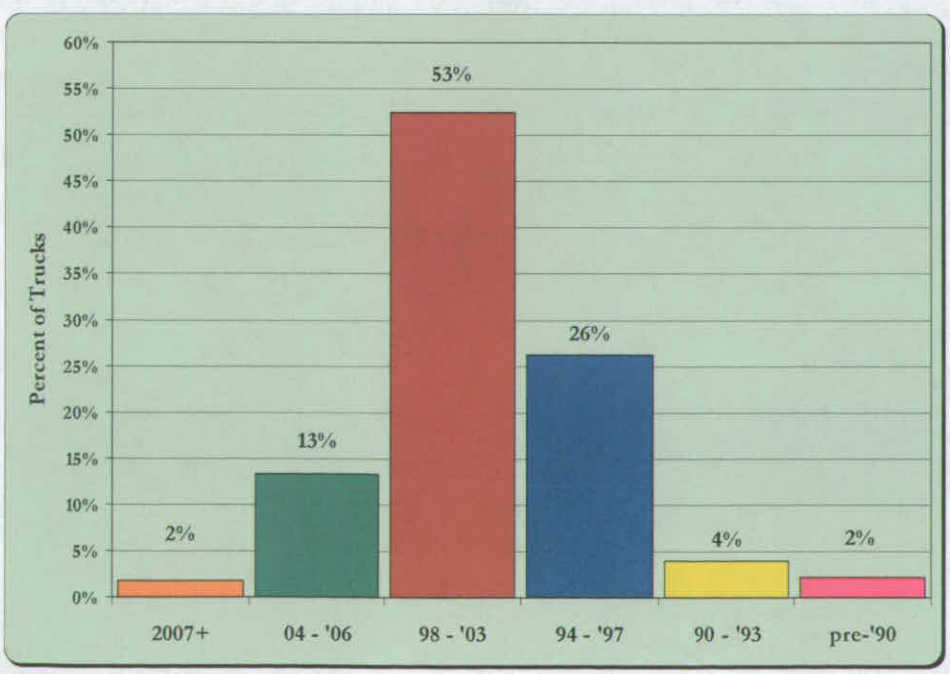
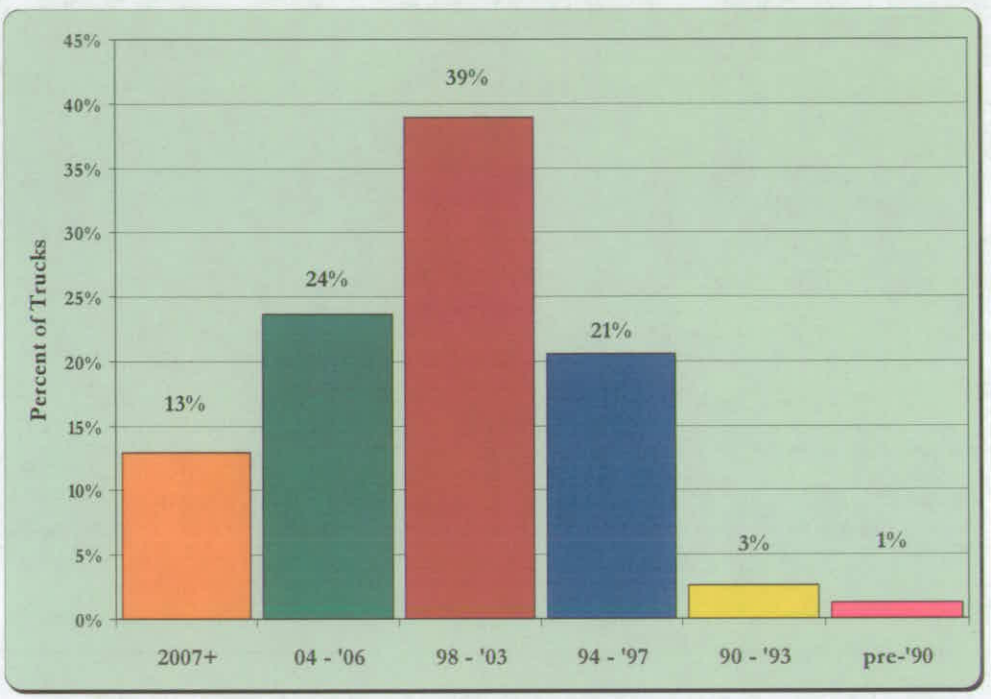


Figure E.S.3: Model Year Distribution of Trucks Driven by Other than Owner at the Port Authority Terminals

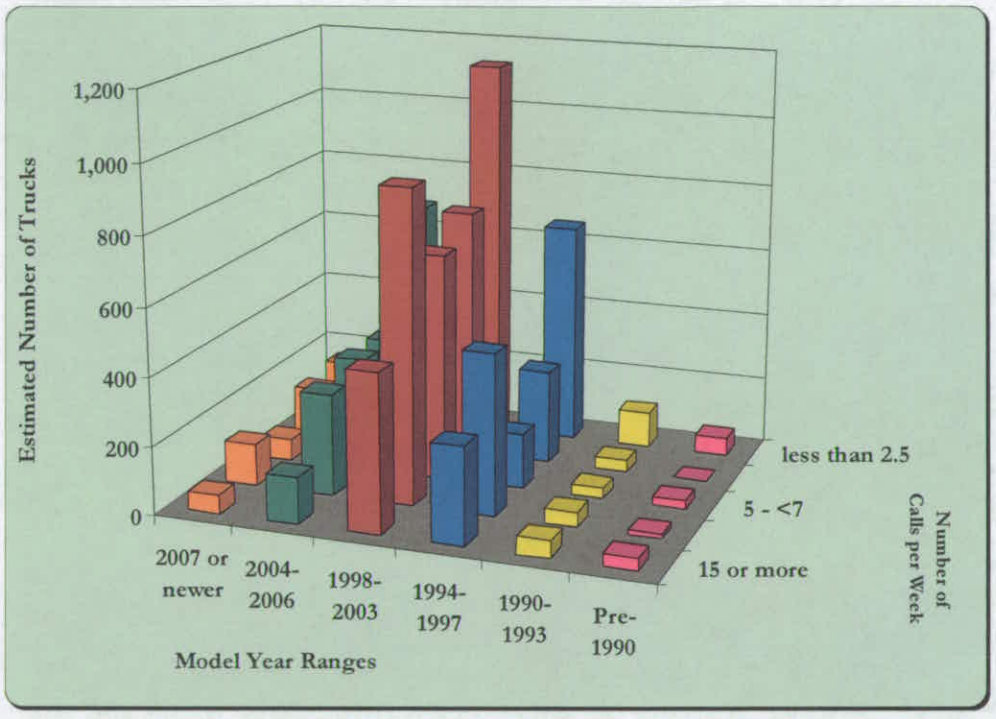


The number of trucks in each model year group was estimated using reported frequency of visits to Port Authority terminals and the estimated total number truck visits per week. Visit frequencies were divided into five groups, ranging from the frequently visiting group of trucks making 15 or more trips to a Port Authority terminal per week (an average of three trips per day) to the least frequently visiting group averaging fewer than 2.5 visits per week (making, on average, less than one visit every other day). Table E.S.1 and Figure E.S.4 illustrate the **estimated** number of trucks in each model year and visit frequency group. The table illustrates an estimated 1,874 trucks, for example, in the 7 to 15 visit-per-week group, with 124 of those being model year 2007 or newer and 12 being older than model year 1990.

Table E.S.1: Distribution of Model Year and Visit Frequency Groups

Visits per Week:	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges:						
2007 or newer	54	124	62	145	158	543
2004-2006	138	301	335	325	684	1,783
1998-2003	466	919	670	735	1,131	3,920
1994-1997	287	473	163	277	657	1,859
1990-1993	50	44	31	36	105	267
Pre-1990	35	12	23	0	53	123
Totals	**1,031**	**1,874**	**1,285**	**1,519**	**2,788**	**8,496**

Figure E.S.4: Distribution of Model Year and Visit Frequency Groups



To focus in more closely on the trucks that most often visit Port Authority terminals, the groups representing trucks that visit five or more times per week (on average at least once per day, represented by columns two, three, and four in Table E.S.1) were consolidated and evaluated. Table E.S.2 summarizes the estimated number and percentage of these trucks in each model year group, as well as the overall population estimates for each model year group. The percentages do not add precisely to 100% because of rounding. Figure E.S.5 presents the frequent truck information graphically, whereas the overall distribution by age group has been presented previously in Figure E.S.1.

Table E.S.2: Estimated Population Distribution of Frequently Calling Trucks and All Trucks

Model Year Ranges	Frequently Calling		All Trucks	
	Estimated Population	Estimated Percentage	Estimated Population	Estimated Percentage
2007 or newer	241	5.8%	543	6.4%
2004-2006	774	18.5%	1,783	21.0%
1998-2003	2,054	49.0%	3,920	46.1%
1994-1997	924	22.1%	1,859	21.9%
1990-1993	126	3.0%	267	3.1%
Pre-1990	70	1.7%	123	1.4%
Totals	**4,189**	**100%**	**8,496**	**100%**

Figure E.S.5: Estimated Population Distribution of Frequently Calling Trucks

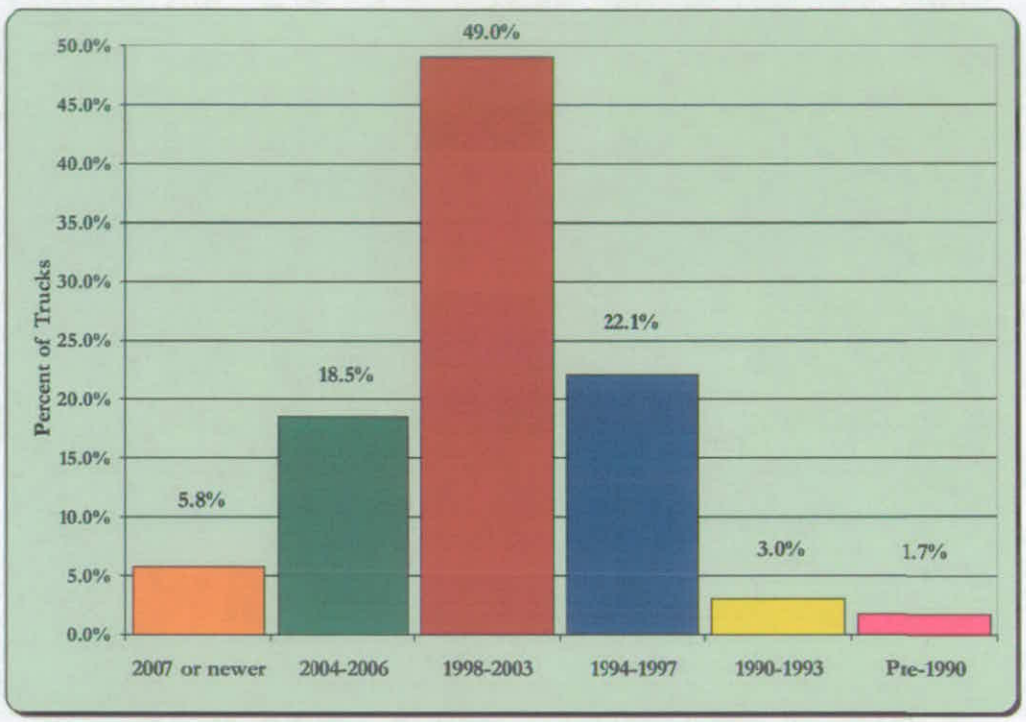
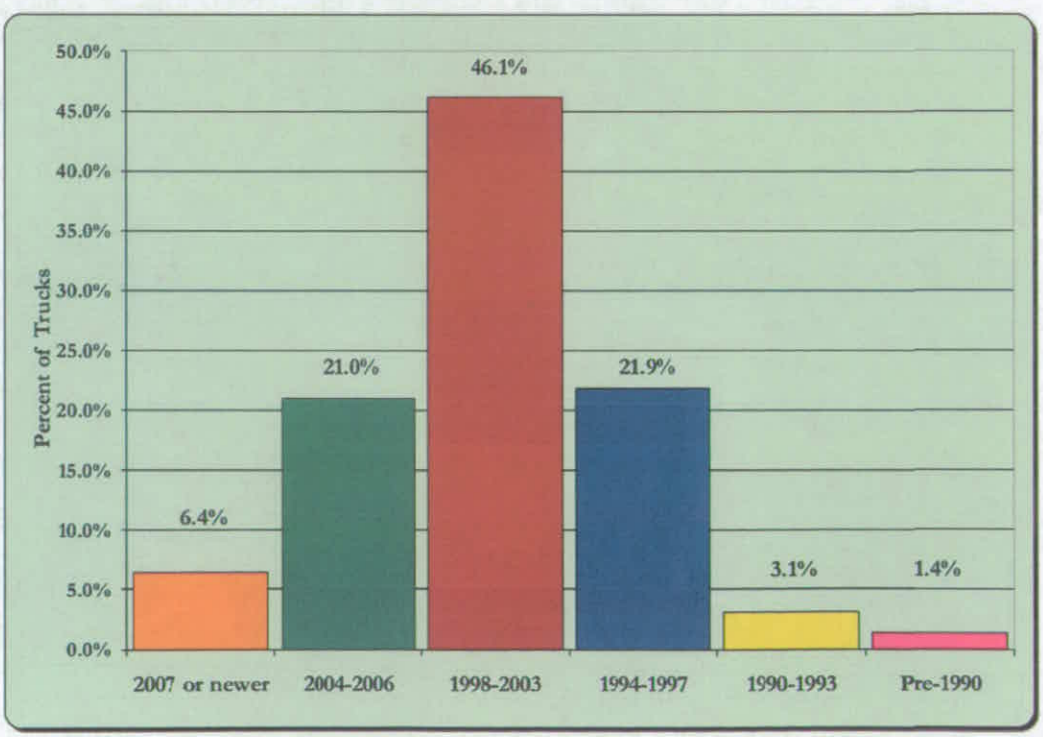


Figure E.S.6: Estimated Population Distribution of All Trucks



1.0 Introduction

At the direction of the Port Authority of New York and New Jersey (the Port Authority), Starcrest Consulting Group, LLC (Starcrest) and Hatch Mott MacDonald (HMM) conducted a survey of the drayage trucks calling on Port Authority marine container terminals (leased to private companies). The purpose of the survey was to collect information on the age and activity characteristics of drayage trucks, as an update to the similar survey conducted in 2008. A copy of the survey questions related to these characteristics is included in Appendix A.

The marine terminals that were surveyed represent each of the major operating areas of the Port Authority's container terminals:

- Port Newark: Port Newark Container Terminal
- Elizabeth Port Authority Marine Terminal: Maher Terminal
- Staten Island, New York: New York Container Terminal
- Bayonne, New Jersey: Global Marine Terminal

The terminals were surveyed during six days between 10 December 2010 and 17 December 2010 (excluding weekend days) at locations and times determined through coordination with the terminal operators. One of the primary considerations required by the operators was that the drivers would not be unduly delayed so as to avoid creating a backup in terminal operations. The surveyors were stationed at locations approved by the operators where drivers routinely spend time waiting, such as inspection stations where trailers and empty containers are inspected, and trouble windows, where drivers resolve issues with the paperwork on their loads. The surveyors confirmed with operations personnel that the reasons the drivers were waiting at these areas were not related to the age of their trucks – so there was no selection bias related to the survey locations that would have caused, for example, trucks older or newer than average to be selected for survey.

2.0 Survey Results

The survey responses were analyzed for important characteristics of the trucks and their activity related to operations associated with Port Authority container terminals. The following subsections detail the characteristics of the trucks and various aspects of their operations on the terminals, such as how frequently they visit the marine terminals.

2.1 Model Year Percentages

Model year is an important characteristic of drayage trucks (and motor vehicles in general) because emission standards are applicable on an engine model year basis, and newer engines are generally subject to stricter (lower) emission standards than older engines. The trucks were categorized by model year, and the model years were divided into groups based on the progression of emission standards for heavy-duty diesel vehicles (HDDVs). The groups, listed below, were chosen to reflect the model years that were affected by different emission standards, such that the vehicles in each group were subject to the same emission standards when new. For example, trucks with engines built during the 1998-to-2003 model year group were all subject to the same emission standards; a new set of emission standards became effective in 2004, which applied to truck engines manufactured during the 2004 through 2006 model years. While some trucks of a given model year are powered by engines of the previous model year (i.e., a 2009 truck may be equipped with a 2008 engine) this survey is based only on the truck model year due to the difficulty of ascertaining engine model years for the large number of trucks surveyed. Categories were also developed for terminal visit frequencies to help characterize the vehicles that regularly service Port Authority terminals. In addition, the trucks were categorized as being owner-operated or owned by other than the driver. The model year groups are:

- 2007 or newer
- 2004-06
- 1998-2003
- 1994-97
- 1990-93
- Pre-1990

While new emission standards are in effect for model year 2010 and newer trucks, a new category was not designated for these newer trucks because few of them were identified during the survey (approximately 1% of the surveyed trucks were model year 2010 or 2011).

The average visit frequency categories are:

- 15 or more visits per week (average of 3 visits or more per day)
- From 7 to 15 visits per week (average of 1.4 to 3 visits per day)
- From 5 to 7 visits per week (average of 1 to 1.4 visits per day)
- From 2.5 to 5 visits per week (average of one visit every other day to one visit per day)
- Less than 2.5 visits per week (less than one visit every other day)

Figure 2.1 illustrates the percentage of trucks of each model year from the survey sample of trucks visiting the Port Authority terminals. The highest percentage (most common) model year is 2000, accounting for 11% of trucks surveyed. The average and median model years are also 2000 (ten years old). The median value reflects the age at which half of trucks are older and half are newer.

Figure 2.1: Model Year Distribution of Trucks Visiting the Port Authority Terminals

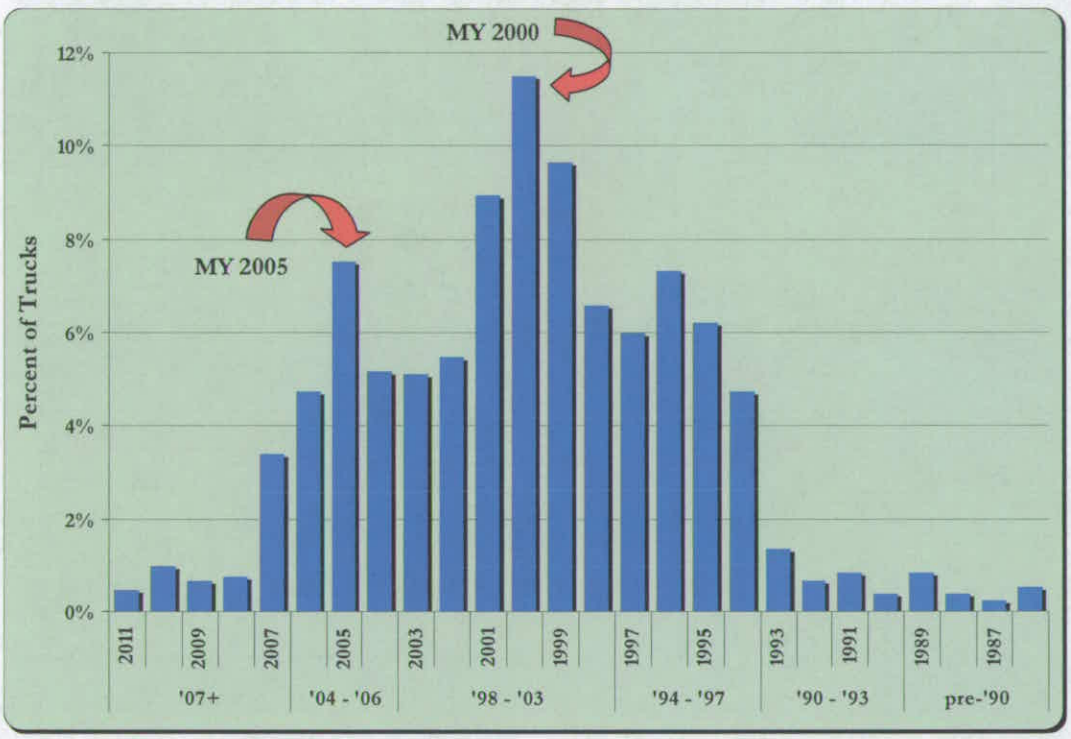


Figure 2.2 presents the percentage of owner-operated trucks in each model year, which made up approximately two-thirds (61%) of the sampled trucks, while the same information is displayed in Figure 2.3 for the trucks driven by other than the owners (employees or contract drivers). These two figures indicate that a relatively large percentage of trucks newer than 2003 are not owner-driver trucks, but rather are likely to be fleet vehicles.

Figure 2.2: Model Year Group Distribution of Owner-Driven Trucks

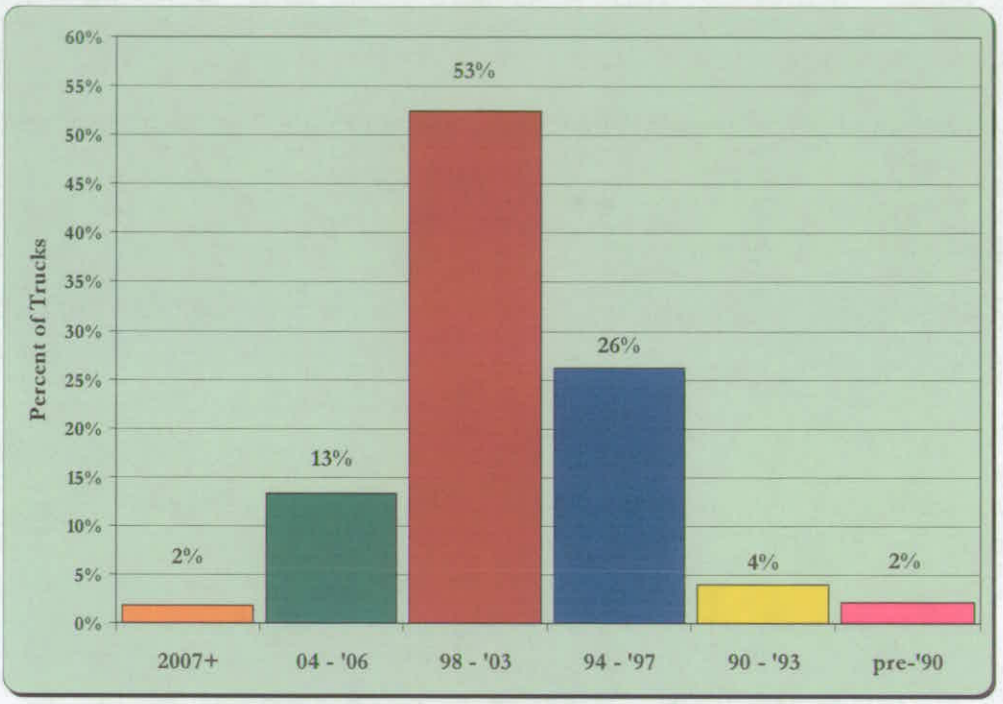
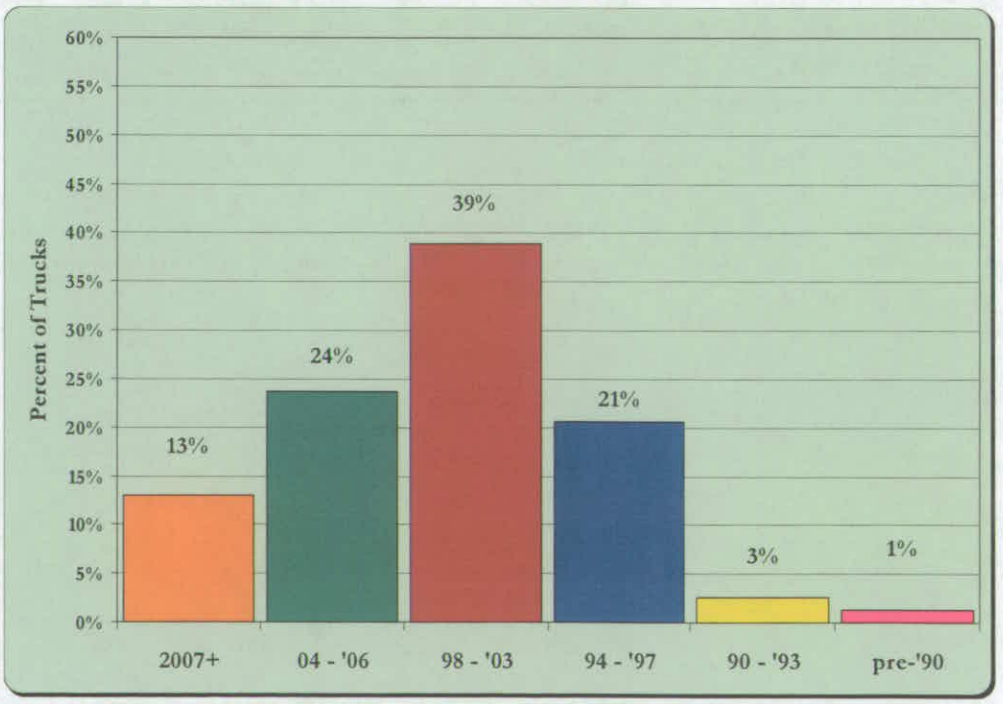


Figure 2.3: Model Year Distribution of Trucks Driven by Other than Owner



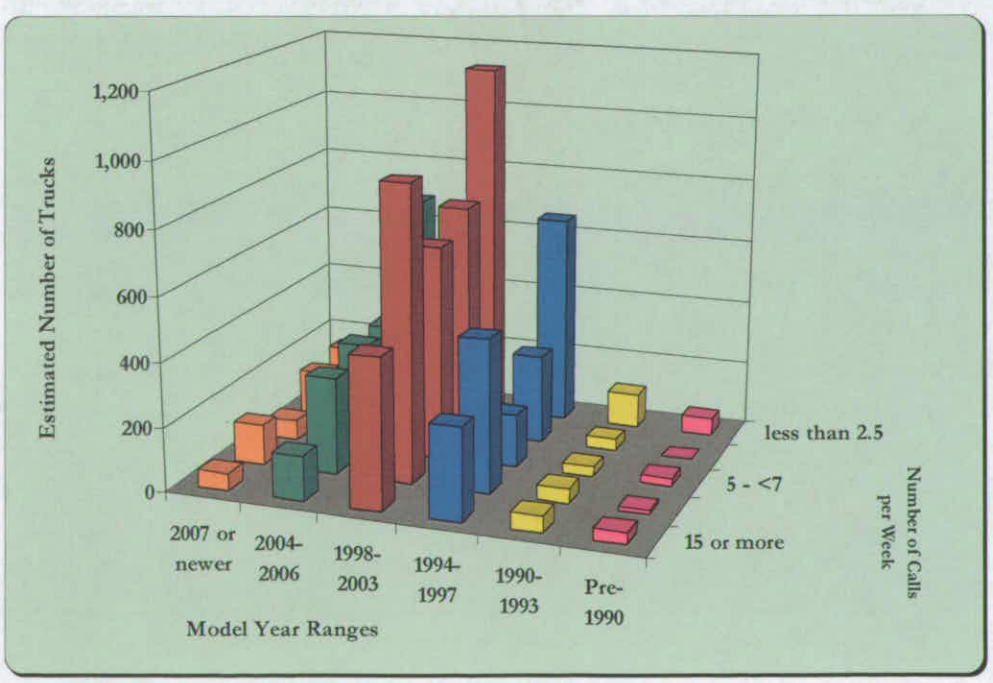
2.2 Population Estimates

The number of trucks in each model year group was estimated using reported frequency of visits to Port Authority terminals and the estimated total number truck visits per week. Visit frequencies were divided into five groups, ranging from the frequently visiting group of trucks making 15 or more trips to a Port Authority terminal per week (an average of three trips per day) to the least frequently visiting group averaging fewer than 2.5 visits per week (making, on average, less than one visit every other day). Table 2.1 and Figure 2.4 illustrate the **estimated** number of trucks in each model year and visit frequency group. The table illustrates an estimated 1,874 trucks, for example, in the 7 to 15 visit-per-week group, with 124 of those being model year 2007 or newer and only 12 being older than model year 1990. An explanation of the steps taken in developing the population estimates is included in Appendix B.

Table 2.1: Distribution of Model Year and Visit Frequency Groups

Visits per Week:	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges:						
2007 or newer	54	124	62	145	158	543
2004-2006	138	301	335	325	684	1,783
1998-2003	466	919	670	735	1,131	3,920
1994-1997	287	473	163	277	657	1,859
1990-1993	50	44	31	36	105	267
Pre-1990	35	12	23	0	53	123
Totals	**1,031**	**1,874**	**1,285**	**1,519**	**2,788**	**8,496**

Figure 2.4: Distribution of Model Year and Visit Frequency Groups



To focus in more closely on the trucks that most often visit Port Authority terminals, the groups representing trucks that visit five or more times per week (on average at least once per day, represented by columns two, three, and four in Table 2.1) were consolidated and evaluated. Table 2.2 summarizes the estimated number and percentage of these trucks in each model year group, as well as the overall population estimates for each model year group. The percentages do not add precisely to 100% because of rounding. Figure 2.5 presents the frequent truck information graphically, whereas the overall distribution by age group is presented in Figure 2.6.

Table 2.2: Estimated Population Distribution of Frequently Calling Trucks and All Trucks

Model Year Ranges	Frequently Calling		All Trucks	
	Estimated Population	Estimated Percentage	Estimated Population	Estimated Percentage
2007 or newer	241	5.8%	543	6.4%
2004-2006	774	18.5%	1,783	21.0%
1998-2003	2,054	49.0%	3,920	46.1%
1994-1997	924	22.1%	1,859	21.9%
1990-1993	126	3.0%	267	3.1%
Pre-1990	70	1.7%	123	1.4%
Totals	**4,189**	**100%**	**8,496**	**100%**

Figure 2.5: Estimated Population Distribution of Frequently Visiting Trucks

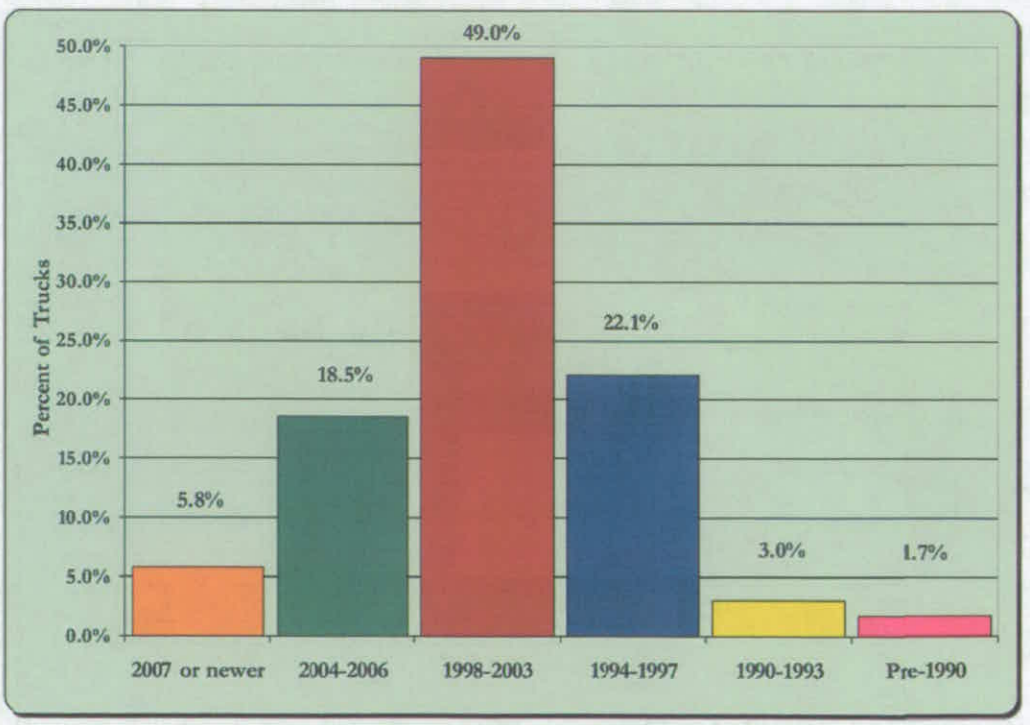
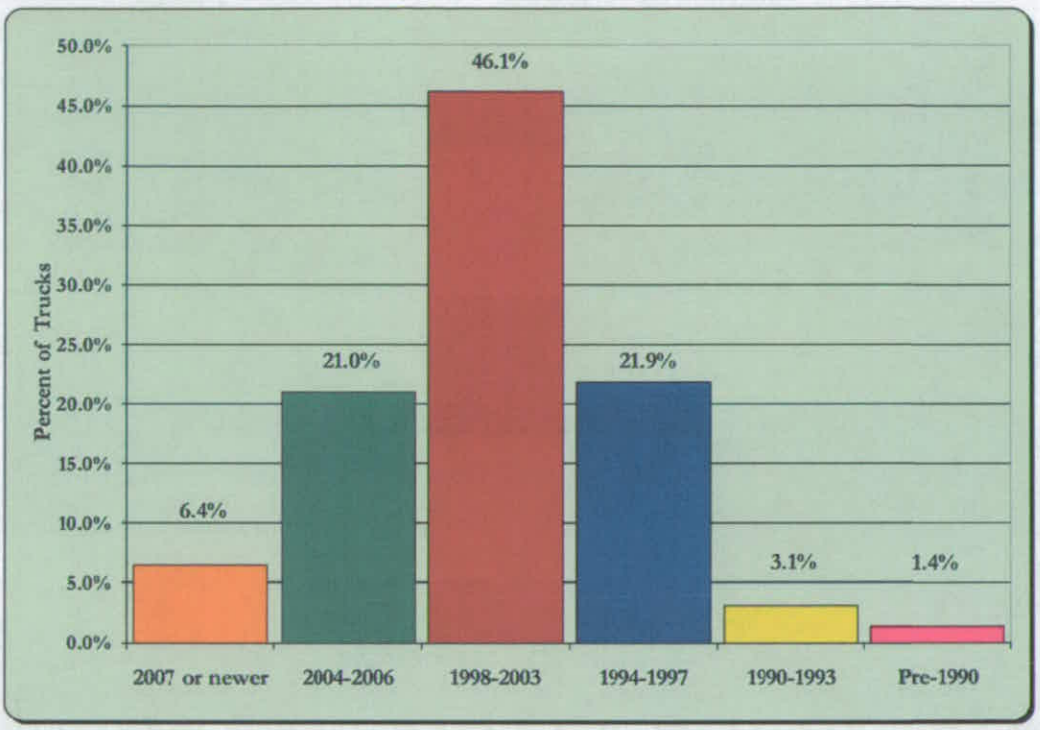


Figure 2.6: Estimated Population Distribution of All Trucks

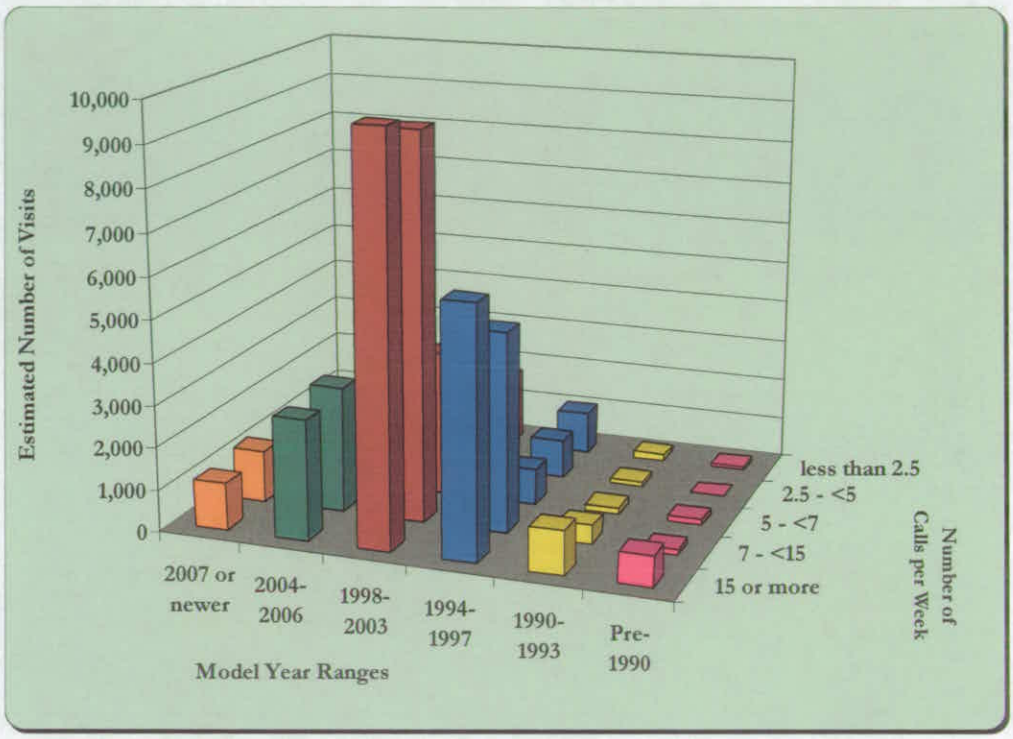


In developing the population estimates described above and detailed in Appendix B, estimates were developed of the number of visits per week by trucks in each model year range and visit frequency group. This information is presented below in Table 2.3 and Figure 2.7.

Table 2.3: Number of Visits per Week by Model Year Group and Visit Frequency Group

Visits per Week: Model year ranges:	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
2007 or newer	1,126	1,247	322	483	241	3,419
2004-2006	2,856	3,017	1,730	1,086	1,046	9,734
1998-2003	9,653	9,211	3,459	2,454	1,730	26,506
1994-1997	5,953	4,746	845	925	1,006	13,474
1990-1993	1,046	442	161	121	161	1,931
Pre-1990	724	121	121	0	80	1,046
Totals	**21,358**	**18,784**	**6,637**	**5,068**	**4,264**	**56,110**

Figure 2.7: Number of Visits per Week by Model Year Group and Visit Frequency Group



2.3 Other Findings

This subsection details the results of additional questions asked of the drivers regarding their practices and experiences related to operating on the terminals. These results are reported with the expectation that the information may prove useful in evaluating trucking activity associated with the Port Authority marine terminals.

State of Registration, Truck Manufacturer, and Weight Rating

The state of registration, manufacturer, and gross vehicle weight rating (GVWR) of each truck was recorded on the survey forms. Not surprisingly, the most common state of registration was New Jersey, with 80% of trucks having a license plate from New Jersey, followed by New York at 11% and various other states and Canadian provinces accounting for 2% or less each.

Figure 2.8 illustrates the distribution of registration states – the "Other" category includes less than one percent each from Connecticut, Delaware, Florida, Georgia, Massachusetts, Maryland, Maine, Michigan, Minnesota, North Carolina, New Hampshire, Ohio, Rhode Island, Tennessee, Virginia, Vermont, and Wisconsin in the U.S., plus trucks licensed by the U.S. Postal Service.

Figure 2.8: Percentage Distribution of Registration States

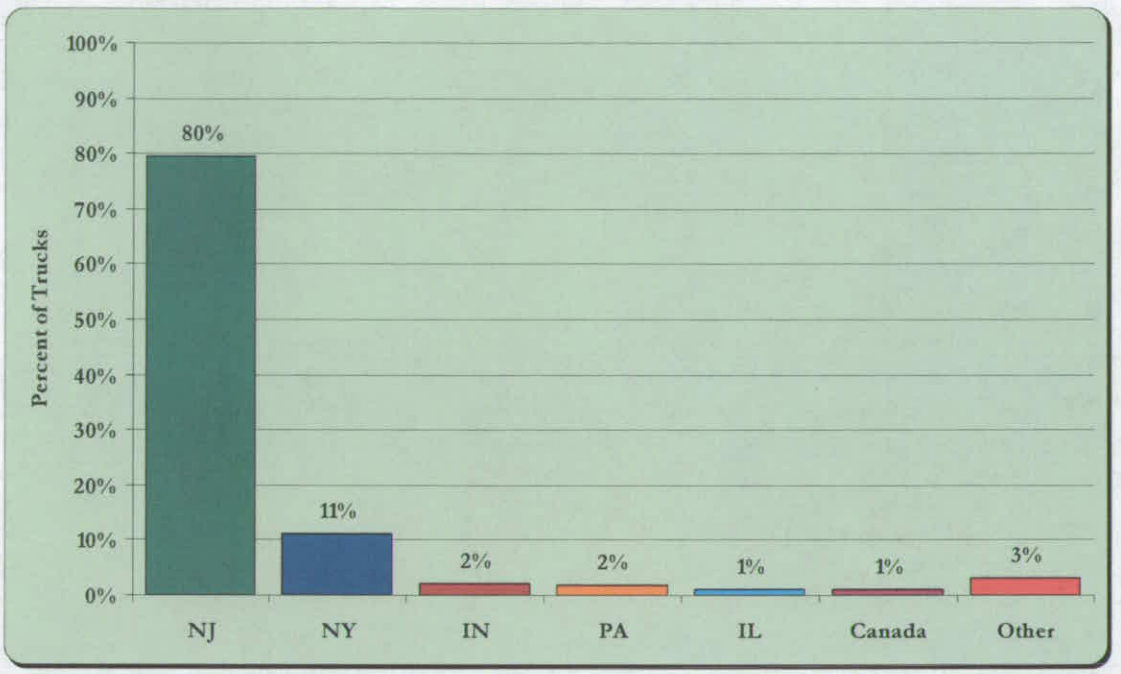


Figure 2.9 illustrates the percentage distribution of truck manufacturers. The most commonly seen drayage truck manufacturer was Freightliner, with 40% of the trucks sampled, followed by Volvo and Mack at 16% and 14% each, respectively. Kenworth, International, and Peterbilt were represented at between 7 and 11% each, and other makes accounted for 3%.

Figure 2.10 illustrates the distribution of trucks from the various manufacturers in terms of the model year groups introduced earlier. Some truck brands are more common among the older trucks, which may reflect a combination of changing market share and differences in longevity between trucks from different manufacturers.

Figure 2.9: Percentage Distribution of Drayage Truck Manufacturers

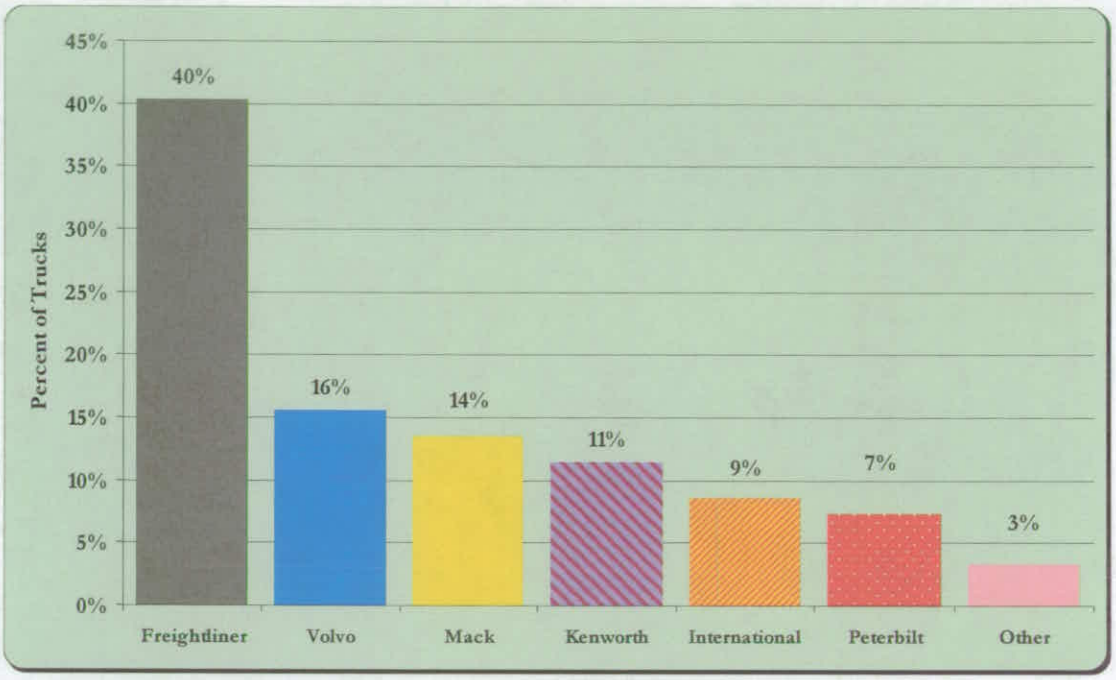
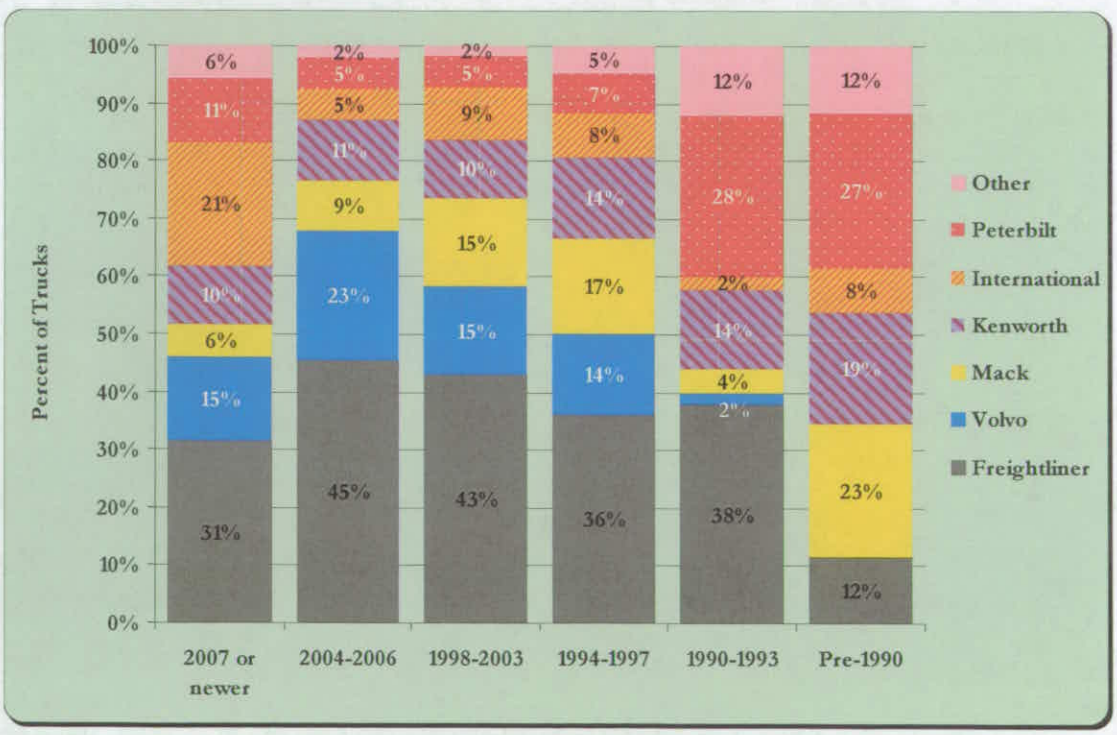


Figure 2.10: Percentage Distribution of Trucks by Manufacturer within Model Year Group

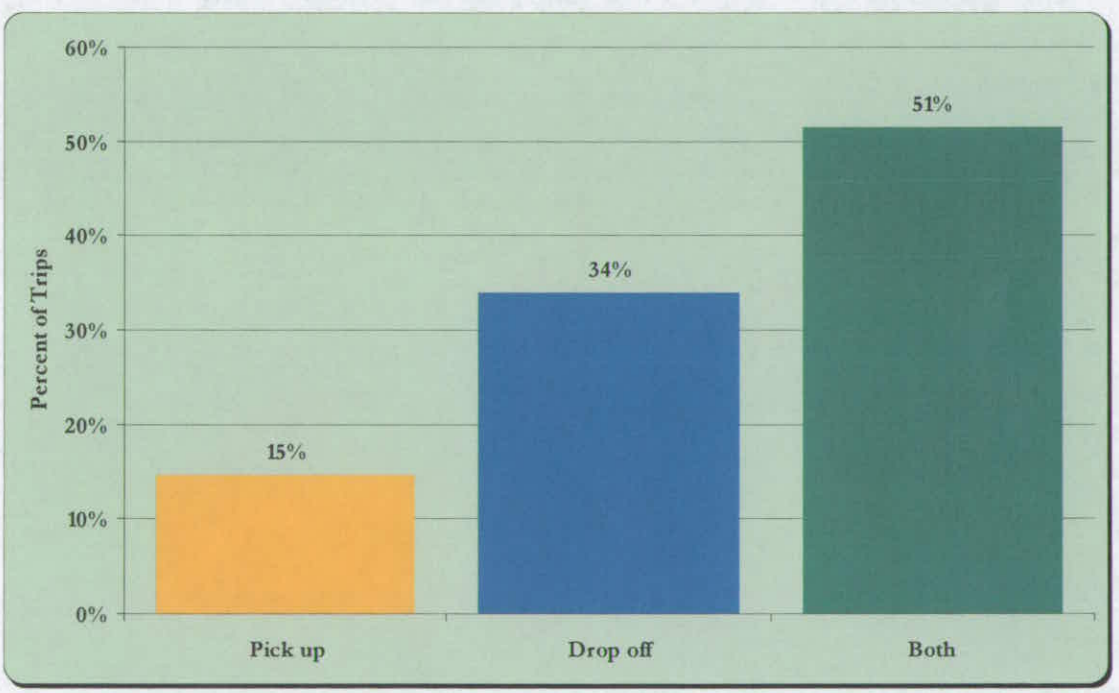


Regardless of manufacturer, the drayage trucks surveyed were overwhelmingly rated at 80,000 pounds GVWR, putting them in the largest on-road vehicle emissions modeling category, designated HDDV8B in the EPA's MOBILE model. Approximately 95% of the trucks for which weight rating was obtained were in this largest category.

Reason for terminal visit

Drivers were asked whether they had come to the terminal to pick up a container, drop off a container, or both. Two-way hauls, where one visit to a terminal accounts for an incoming container and a departing container, are more efficient than one-way hauls, in which a driver either picks up or drops off a container, and makes one leg of the trip without making a cargo or container move. Figure 2.11 illustrates the breakdown of one-way and two-way hauls by percentage, and shows that just over half (51%) of visits were two-way hauls, while one-way hauls for drop-off were much more common than for pick-up (34% drop-off, 15% pick-up).

Figure 2.11: Percentages of One-Way and Two-Way Hauls



The Port Authority of New York and New Jersey
Drayage Truck Characterization Survey
at the Port Authority Marine Terminals

Appendix A – Survey Form - 2010

Section 1 **Complete as much of this background section as possible before approaching drivers**

Date_____ Time_____ AM / PM Surveyor Initials _____

Survey Location _____

Truck License Plate #_____ State_____

Make of Truck (circle one): Freightliner Volvo Mack Peterbilt International Kenworth
Other: _____

Truck Config. (Circle One): Tractor only Trailer w/Empty Chassis Trailer w/Container on Chassis

Gross vehicle weight rating (GVWR) _____(in pounds, on door of truck)

Intro (to drivers): Good morning/afternoon. We are conducting a survey of truck travel for the Port Authority. The information you provide will be used to estimate regional truck travel patterns and age distributions from trucks visiting the port. The interview should take no longer than two minutes of your time and your responses will be kept confidential.

Section 2 **Truck and Terminal Information**

What is the model year of the truck? _____ If not known – prompt for model year range:

Pre 1990___ 1990___ 1991-93___ 1994-97___ 1998-2003___ 2004-06___ 2007 or newer____

Are you an owner/operator of this truck (check one)? Yes_____ No_____

If not, is this the truck that you are typically assigned to (check one)? Yes_____ No_____

In a typical week, how often do you visit any container terminal at the Port (including pick-ups and drop-offs)? _____

If less than once per week, how many visits per month? _____

Are you here to: drop off?_____ pick up?_____ both?_____ neither?_____

Thank you for your participation and cooperation.

The Port Authority of New York and New Jersey
Drayage Truck Characterization Survey
at the Port Authority and the Global Marine Terminals

Appendix B – Population Estimation Methodology

Step 1: Distribute sample trucks according to model year group and visit frequency group (structured as in Table 2.1 in text).

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges						
2007 or newer	28	31	8	12	6	85
2004-06	71	75	43	27	26	242
1998-2003	240	229	86	61	43	659
1994-97	148	118	21	23	25	335
1990-93	26	11	4	3	4	48
Pre 1990	18	3	3	0	2	26
	531	467	165	126	106	1,395

Step 2: Calculate the percentage of each model year and visit frequency group relative to the total sample

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges						
2007 or newer	2.0%	2.2%	0.6%	0.9%	0.4%	6.1%
2004-06	5.1%	5.4%	3.1%	1.9%	1.9%	17.3%
1998-2003	17.2%	16.4%	6.2%	4.4%	3.1%	47.2%
1994-97	10.6%	8.5%	1.5%	1.6%	1.8%	24.0%
1990-93	1.9%	0.8%	0.3%	0.2%	0.3%	3.4%
Pre 1990	1.3%	0.2%	0.2%	0.0%	0.1%	1.9%
	38.1%	33.5%	11.8%	9.0%	7.6%	100.0%

Step 3: Estimate total number of truck visits in 2007 (last year for which a full year of throughput information was available) by dividing 2006 truck visits by 2006 container throughput to calculate average number of truck visits per container (1.03 visits per container) and multiplying that factor by the 2007 total container throughput to estimate the total number of truck visits in 2007.

3,025,379 2008 container truck visits to terminals in Newark, Elizabeth, Staten Island (from 2006 HDDV emissions inventory data collection)
2,699,800 2008 container throughput, same terminals (from Port Authority records)
1.12 truck per container ratio (number of trucks divided by number of containers
2,603,716 2009 container throughput, all container terminals (most recent full year)
2,917,708 estimated 2009 container truck visits (2009 container throughput multiplied by truck per container ratio)

Step 4: Estimate weekly truck visits by dividing annual number of visits by 52 weeks/year average work schedule.
56,110 Visits per week

The Port Authority of New York and New Jersey
Drayage Truck Characterization Survey
at the Port Authority and the Global Marine Terminals

Appendix B – Population Estimation Methodology (contd)

Step 5: Distribute weekly truck visits into model year and frequency groups by multiplying each group's percentage (Step 2) by the estimated weekly total number of visits (Step 4). The format of this distribution is again similar to that of Table 2.1 but contains the estimated total number of visits in each group rather than the estimated number of individual trucks

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges						
2007 or newer	1,126	1,247	322	483	241	3,419
2004-06	2,856	3,017	1,730	1,086	1,046	9,734
1998-2003	9,653	9,211	3,459	2,454	1,730	26,506
1994-97	5,953	4,746	845	925	1,006	13,474
1990-93	1,046	442	161	121	161	1,931
Pre 1990	724	121	121	0	80	1,046
All visits per week	21,358	18,784	6,637	5,068	4,264	56,110

Step 6: Determine the average number of visits per week of each visit frequency group from the survey data. For example, the average number of visits per week of the trucks in the "15 or more" visit frequency group ranged from 15 to 50 visits per week, with an average of 19.1 visits per week.

Average visits/week per truck

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
	20.7	10.0	5.2	3.3	1.5	12.3

Step 7: Estimate the total number of individual trucks in each frequency group by dividing the estimated number of visits in eacl frequency group (Step 5) by the average number of visits per week of that group (Step 6). (visits/week divided by visits/week/truck equals number of trucks).

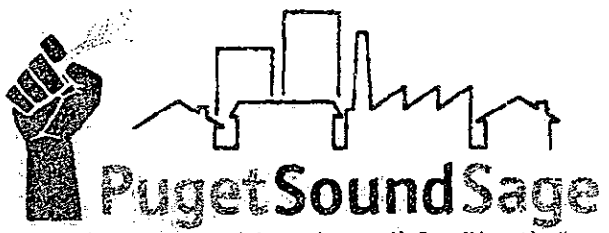
Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
# of trucks - all MY	1,031	1,874	1,285	1,519	2,788	8,496

Step 8: Calculate the percentage of each age group within each frequency group relative to the sample population within each frequency group (similar to Step 2 but within each frequency group rather than related to the sample as a whole).

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5
Model year ranges					
2007 or newer	5.3%	6.6%	4.8%	9.5%	5.7%
2004-06	13.4%	16.1%	26.1%	21.4%	24.5%
1998-2003	45.2%	49.0%	52.1%	48.4%	40.6%
1994-97	27.9%	25.3%	12.7%	18.3%	23.6%
1990-93	4.9%	2.4%	2.4%	2.4%	3.8%
Pre 1990	3.4%	0.6%	1.8%	0.0%	1.9%
	100.0%	100.0%	100.0%	100.0%	100.0%

Step 9: Estimate the number of trucks in each model year and frequency group by multiplying the estimated number of trucks in each frequency group (Step 7) by the percentage of each age group within each frequency group (Step 8). These final values are presented below and in Table 2.1.

Frequency Ranges	15 or more	7 - <15	5 - <7	2.5 - <5	less than 2.5	All
Model year ranges						
2007 or newer	54	124	62	145	158	543
2004-06	138	301	335	325	684	1,783
1998-2003	466	919	670	735	1,131	3,920
1994-97	287	473	163	277	657	1,859
1990-93	50	44	31	36	105	267
Pre 1990	35	12	23	0	53	123
Totals	**1,031**	**1,874**	**1,285**	**1,519**	**2,788**	**8,496**



- ACCION International
- ACCION USA
- United States Environmental Protection Agency
- Tetra Tech, Inc
- Gladstein, Neandross and Associates
- TIAX

If there are fees associated with completing this request, I agree to pay all reasonable fees. If any part of this request is denied, please provide the specific statutory exemption(s) and complete the remainder of the request.

Please do not hesitate to contact me by phone at (206) 568-5000 x16 or by e-mail at davjd@pugetsoundsage.org if you have any questions or concerns about this request.

Thank you very much for your assistance.

Sincerely,

David B. Mendoza
Research and Policy Analyst

1032 South Jackson Street, Suite 203, Seattle, WA 98104 • Phone: 206.568.5000 • Fax: 206.568.3798
www.pugetsoundsage.org

TO#11957

Growing communities where all families thrive.

October 6, 2010

Attention: Public Information Officer
Port Authority of New York and New Jersey
225 Park Avenue South
New York, NY 10003

Re: Public Records Request on Truck Replacement Program

To Whom It May Concern:

On behalf of Puget Sound Sage, I am writing to request the disclosure of records pursuant to the New Jersey Open Public Records Act and the New York State Freedom of Information Law. Please promptly provide copies of the documents requested herein, as required by the above named laws. This request relates to the Port Authority of New York and New Jersey (PANYNJ) Truck Replacement Program.

Please provide any and all records and correspondence associated with applications submitted by port drivers to participate in the Truck Replacement Program, including any loan, purchase or other agreements executed with port drivers. Records should include, but not necessarily be limited to:

- Total number of applicants
- Total number of executed agreements
- Total number of trucks provided under executed agreements
- VIN Numbers and owners names for all trucks purchased under agreements
- VIN Numbers and owners names for all trucks scrapped under agreements
- Loan/lease agreements
- Status of each application
- Description and administrative process of the revolving loan fund
- Administrators of the revolving loan fund

In addition, please produce all records, any and all correspondence, and any drafts thereof, reflecting, including, identifying, mentioning, referring to, relating to, discussing, describing, reporting, comprising, listing, or analyzing the Port Authority of New York and New Jersey's Truck Replacement Program within the last 24 months between the members of staff of the PANYNJ and employees, agents, or representatives of the Truck Replacement Center, including representatives of the following:

1032 South Jackson Street, Suite 203, Seattle, WA 98104 • Phone: 206.568.5000 • Fax: 206.568.3798
www.pugetsoundsage.org

- A report on the implementation of the Sticker Program including a field report from the Port Authority Police Department on actual or predicted program implementation, training methods and results and other data related to the Sticker Program

Thank you in advance for your timely response to this request and for your efforts on behalf of the economy and environment of our region. I look forward to hearing from you, and to continuing to work with you toward our shared goals of an efficient and sustainable working waterfront.

Sincerely,

Brad Lander

cc: Richard Larabee, Director, Port Commerce
Kara Hughes, External Relations

BRAD LANDER
COUNCIL MEMBER, 39TH DISTRICT

DISTRICT OFFICE
456 5TH AVE, 3RD FLOOR
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(718) 499-1090
FAX: (718) 499-1997

CITY HALL OFFICE
250 BROADWAY, 17TH FLOOR
NEW YORK, NY 10007
(212) 788-6969
FAX: (212) 788-8967

lander@council.nyc.gov

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OF
THE CITY OF NEW YORK

COMMITTEES

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ENVIRONMENTAL PROTECTION
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LAND USE
HOUSING & BUILDINGS
WATERFRONTS

April 18, 2011

Chris Ward
Executive Director
Port Authority of New York and New Jersey
225 Park Avenue South
New York, NY 10003

Dear Executive Director Ward:

I am writing to continue our on-going dialogue about how to improve the environmental performance of our working waterfront.

First, I want to thank you for your personal leadership, and the commitment of substantial resources by your agency, to the build-out of cold ironing technology at the Brooklyn Cruise Terminal, which as you know, will be the first place on the East Coast that major vessels can use grid-delivered electricity. This project will lessen the environmental burden of port facilities on surrounding communities and help catalyze future cold ironing projects around the harbor, like the proposed expansion of Howland Hook and the Manhattan Cruise Terminal. I thank you for your leadership and efforts to bring this project to the implementation stage.

In the spirit of continuing our work together to reduce port-related air pollution, I would like to request information regarding the recent performance of Port Authority's Clean Truck Program.

As you also know, I recently sponsored NY City Council Resolution 414-2010 – which passed the City Council on November 17, 2010 and urges the Port Authority to implement an environmentally sustainable, economically sound clean truck program modeled after the Port of Los Angeles, and further calls on Congress to pass the Clean Ports Act of 2010.

It is my understanding that the Port Authority has recently undertaken a series of measures intending to address some of the shortcomings in the port trucking industry, including the Drayage Truck Registry, Truck Replacement Program and sticker enforcement program. I respectfully request an update on the performance of these programs, including:

- A report on the Drayage Truck Registry including: number and characterization of registrants, number and type of stickers distributed, and other data related to the program;

- A report on the Truck Replacement Program including number of applicants, number of trucks purchased, number of trucks scrapped, amount of funds expended, number of denied or incomplete applicants, method for qualification (risk assessment), total cost of contracts and other data related to this program;

Singer, Aaron

From: Ahmed, Atef
Sent: Friday, March 11, 2011 12:01 PM
To: Alycia Gilde; Barbara Brentano; Nurthen, William; Ahmed, Atef; Monaco, Joseph; McCarron, Hilary; Ramos, Desiree; Voetsch, Allison; Singer, Aaron; Siegel, Rosalie; Hannan, Tom; 'Paul Quintero'; 'Elenor Denker'; 'Elizete Groenendaal'; McStine, Sharon; 'Huang. Eddy'; 'Lin, Charng Ching'; 'Rauls, Tom'; 'Steen, Rebecca'; 'Leonard.Jon@TIAXLLC.com'; 'Wake.Melissa@TIAXLLC.com'; 'Couch.Patrick@TIAXLLC.com'; 'Chiang.Helena@TIAXLLC.com'; 'han.vickie@TIAXLLC.com'; Meadows, Larry; Massey, Titus; Shannon, Michael; Altman, Gail; 'birkett.daniel@epa.gov'; 'moltzen.michael@epamail.epa.gov'; 'laurita.matthew@epa.gov'; 'loutan.reema@epa.gov'; Cliff Gladstein; Anny Pachner; Yulieth Pena; Elizabeth Bowman; DiPalermo, Richard; Wilson, Bradley; 'Jose Made'; jmoore@accionusa.org
Cc: 'jray@starcrestllc.com'
Subject: Approval of extending Eligibility Criteria for the Truck Replacement Program

To All,

I am very pleased to inform you that the Port Authority received an approval yesterday from EPA Region II to expand the eligibility criteria of the Truck Replacement Program to allow for the inclusion of any drayage truck that has a model year engine 2003 or older in the Program. All requirements for qualifying applicants to receive Grant funding and Low Interest Loan Incentive funds, if applicable, would continue to be the same (Number of frequent calls, Registration, Insurance, Credit scores, etc.).

I know that there were some owners who had trucks equipped with model year 1994 through 2003 engines, that were interested in the Program and applied to receive funding, but did not qualify to receive it under the Original Program. I would like to ask team members to go back and check our records for those owners that were not qualified before and get them to start the process of acquiring newer trucks. We have until September 30th 2011 to disburse funding for this Program.

We cannot appreciate EPA Region II staff and every team member listed in this message enough for your proactive role and hard work to ensure successful implementation of this Program. Also, special thanks to Joe Ray from Starcrest for his continuous help and support.

Regards,

Atef Ahmed, P.E., P.G.
Manager, Environmental Programs
Port Commerce Department, 11th Floor
The Port Authority of New York & New Jersey
225 Park Avenue South,
New York, NY 10003
Ph. 212-435-4271
Fax. 212-435-4399

FOI #12177

From:
Sent: Wednesday, March 02, 2011 5:20 PM
To:
Cc:
Subject: Freedom of Information Online Request Form

Information:

First Name: Theodore
Last Name: Claassen Jr.
Company: Paradigm Energy Group
Mailing Address 1:
Mailing Address 2:
City:
State:
Zip Code:
Email Address:
Phone:
Required copies of the records: Yes

List of specific record(s):
Paradigm Energy Group "PEG" requests, from the Port Authority of New York and New Jersey, a complete electronic copy of the Drayage Truck Registry as of March 2, 2011. PEG is not seeking personal information such as driver's names and phone numbers, but rather information including, but not limited to the SCAC Code, Truck Make, Truck Model, Truck Year, Fuel Type, State of Registration, Engine Model Year, and Engine Family Name of every registered user. PEG's goal is to analyze this list so that it may help the Ports goal of "not only cleaner air for you and for the surrounding communities in the port district, but an efficient, sustainable port well-equipped to handle future cargo growth." Thank you for your help in this matter.

TOI#12079

From:
Sent: Monday, January 10, 2011 1:40 PM
To:
Cc:
Subject: Freedom of Information Online Request Form

Information:

First Name: Theodore
Last Name: Claassen
Company: Paradigm Energy Group
Mailing Address 1:
Mailing Address 2:
City: Scottsdale
State:
Zip Code:
Email Address:
Phone:
Required copies of the records: Yes

List of specific record(s):
The Clean Air Strategy CAS refers to a 9.8 Million Dollar EPA Grant, a 1.8 Million Dollar NJPTA Grant, and a 7 Million Dollar Federal Grant Collectively, the Grants. Paradigm Energy Group would like the specific records which show 1 how much money is left from each of the Grants and 2 whom has received funding under each of Grants as of January 10, 2011. CAS further references a 2 Million Dollar Emission Reduction Fund the Fund. Paradigm Energy Group would like the specific records which show 1 how much money is left in the Fund and 2 whom has received funding under the Fund as of January 10, 2011. In connection with the Grants and Fund, Paradigm Energy Group would also like the specific applications for each so that it may apply. Thank you so much, Theodore TJ Claassen Vice President of Business Development Paradigm Energy Group

SUBJECT CLASSIFICATION

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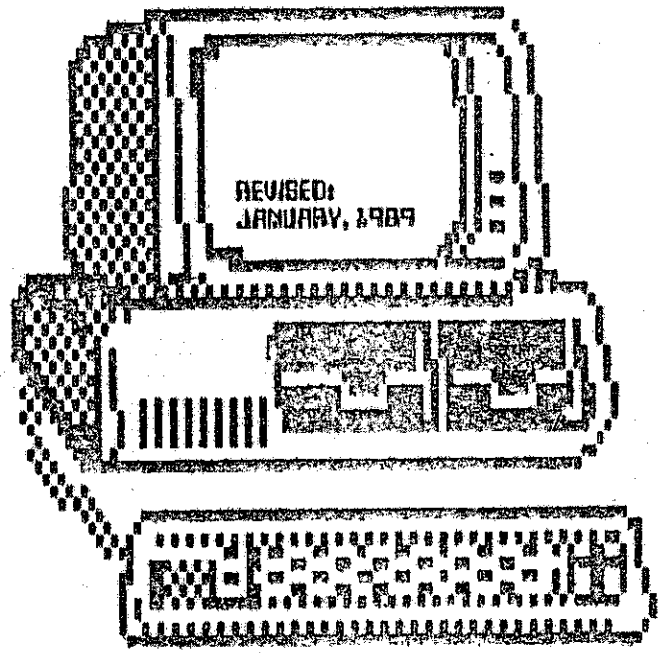

Prepared by:
The General Services Department • Communication Services Division • Record Systems Unit.

THE PORT AUTHORITY OF NEW YORK & NEW JERSEY

THE PORT AUTHORITY OF NY AND NJ
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READING LINE	CLASSIFICATION 1	LINE 2
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Zerex	P Equipment Maintenance	Antifreeze
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Withdrawals, Retirement insurance terminations (see also)	F Insurance Retirement	Terminations
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Withholding (see also)	I Salaries Special compensation	Fica pickup
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Withholding tax salary deductions (see also)	I Salaries Deductions	Withholding tax
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Welding, Carriers servicing	TR Carriers Servicing	Welding
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Weather forecast	TR Weather Forecasts	
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Weighing, Shipment handling	TR Shipments Handling	Weighing
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Warm up pads, Space units	P Space units Warm up pads	
Warning cards, Traffic violations	TR Traffic Regulations	Violations Warning cards
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Washers, Sundries	P Equipment Sundries	Washers
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Waste dumping	S Sanitation Programs	Waste Dumping
Waste garbage	S Sanitation Programs	Garbage
Waste preservation	S Sanitation Programs	Waste Preservation
Waste sanitation	S Sanitation Waste	
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Waste trash	S Sanitation Programs	Trash
Waste treatment	S Sanitation Programs	Waste Treatment
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Watchman uniforms	P Equipment Uniforms	Watchman
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Water cooolers, Furniture & furnishings	P Equipment Furniture & furnishings	Water coolers
Water distributing systems	P Systems Water	
Water distributing systems, Potable (ex for fire)	P Systems Water	Potable
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Violations, Structure regulations	P Structures Regulations	Violations
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Visitors registers, Public relations	A Public relations Visitors	Registers
Visitors tours, Public relations (see)	A Public relations Tours	
Visitors, Public relations	A Public relations Visitors	
Visitors, Services	A Services Visitors (by name & date)	
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Visual presentation service (see)	A Services Graphic work	
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Vocational training, Employee	I Personnel Training	Vocational
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Vouchers, Securities	F Securities Vouchers	
Vu graph (see)	P Equipment Photographic	Projectors
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Vendors offerings, Construction	P Construction Vendors offerings	
Vendors offerings, Fuel	P Energy/Fuel Vendors offerings	
Vendors offerings, Systems	P Systems Vendors offerings	
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Ventilating, Maintenance	P Maintenance Ventilating	
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Utility meter charts operational	P Utilities Meter charts	Operational
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Utility specification	P Utilities Specification	
Utility submetering	P Utilities Submetering	
Utility surveys/studies	P Utilities Surveys	
Utility testing	P Utilities Testing	
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Vacation buyback	I Salaries Special compensation	Vacation buyback
Vacation buyback (service A)	I Personnel Programs	Service A Vacation buyback
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Vacation conversions	I Salaries Special compensation	Vacation conversions
Vacation deferred (over 5 days)	I Time Vacations	Deferred
Vacation exchange program	I Personnel Programs	Vacation exchange
Vacation schedules	I Time Vacations	Schedules
Vacation special allowance	I Salaries Special compensation	Special vacation allowance
Vacation time	I Time Vacations	
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Unloading, Shipment handling	TR Shipments Handling	Unloading
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Urban renewal (see)	P Real Estate	
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Turnbuckles, Construction element	P Construction Elements	Turnbuckles
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Turntables, Appurtenances	P Appurtenances Turntables	
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Typewriter repair service (see)	A Services Office machine	Repairs
Typewriter ribbons, Office supplies	P Equipment Office supplies	Typewriter ribbons
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US Army Corps of Engineers, Public	L Waterways US Corps Of Engineers	
US Army notices, Waterways (see also)	A Publicity Advertising	Public Notices
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US Dept of Agriculture research svce inspections (See)	A Services Federal inspections	
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Unauthorized usage, Space	P Space Usage	Unauthorized
Unauthorized usage, Space units	P Space units Usage	Unauthorized
[illegible]	F Accounts Receivable	Uncollectable

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Trespassing	S Protection Trespassing	
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Trip itineraries, Travel	TR Travel Trips	Itineraries
Trip reports	P Equipment Trip reports	
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Trips, Travel	TR Travel Trips	
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Triturator buildings	P Structures Triturator	
Trophies (see)	A Public relations Awards	
Trouble notices (see)	P Equipment Signs	
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Transporting dangerous articles permits	S Dangerous articles Transporting	Permits
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Travel reservations	TR Travel Reservations	
Travel reservations cancellations	TR Travel Reservation	Cancellations
Travel reservations refunds	TR Travel Reservation	Refunds
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Travel trip itineraries	TR Travel Trips	Itineraries
Travel trips	TR Travel Trips	
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Training instruction assignments	I Personnel Training	Instructors Assignments
Training instructors	I Personnel Training	Instructors
Training instructors payments	I Personnel Training	Instructors Payments
Training ratings (Individuals)	I Personnel Training	Ratings
Training schedules (see)	I Personnel Training	Courses
Training speakers bureau (see)	A Promotion Programs	Speakers Bureau
Training tuition	I Personnel Training	Tuition
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Transcription service	A Services Transcription	
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Transfers, Construction	P Construction Transfers	
Transfers, Employee	I Personnel Transfers	
Transfers, Equipment	P Equipment Transfers	
Transfers, Shipment handling	TR Shipments Handling	Transfer
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Transfers, Systems	P Systems Transfers	
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Transit sheds, Storage structures	P Structures Storage	Transit sheds
Transitional light screens (see)	P Equipment Protective	Louvers
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Translating service	A Services Translating	
Translating service	A Services Translating	
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Translators, Communicating equipment	P Equipment Communicating	Translators
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Traffic reports	TR Traffic Reports	
Traffic routing	TR Traffic Routing	
Traffic signs	P Equipment Signs	Traffic
Traffic statistics	TR Traffic Statistics	
Traffic stoppages	TR Traffic Stoppages	
Traffic surveys	TR Traffic Surveys	
Traffic thermometers	P Equipment Instruments	Traffic thermometers
Traffic violation fines	TR Traffic Regulations	Violations Fines
Traffic violation summonses	TR Traffic Regulations	Violations Summonses
Traffic violation warning cards	TR Traffic Regulations	Violations Warning cards
Traffic violations	TR Traffic Regulations	Violations
Trafficones (see)	P Equipment Sundries	Markers
Trailers, Automotive equipment	P Equipment Automotive	Trailers
Trailers, Handling equipment (ex automotive)	P Equipment Handling	Trailers
Trailers, Industrial (see)	P Equipment Handling	Flat trucks
Trailership carriers	Tr Carriers Vessels	Trailerships
Training	I Personnel Training	
Training (see also)	I Personnel Programs	Education refund
Training (see also)	I Personnel Programs	Training PA
Training candidates	I Personnel Training	Candidates
[illegible] candidates acceptances	I Personnel Training	Candidates Acceptances

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READING LINE	CLASSIFICATION 1	LINE 2
Towels, Maintenance equipment	P Equipment Maintenance	Towels
Tower trucks, Automotive equipment	P Equipment Automotive	Trucks Tower
Towers, Structures	P Structures Towers	
Towing service (see also)	TR Carriers Servicing	Towing
Towing, Carriers handling	TR Carriers Handling	Towing
Toxic Substance Control Act PCB's (TSCA)	E Pollution	
Toxic spillage emergencies	S Emergencies Spillage	Toxic
Tracers, Shipment deliveries	TR Shipments Deliveries	Tracers
Tracers, Shipments	TR Shipments Tracers	
Tracing cloth, Drafting equipment	P Equipment Drafting	Tracing cloth
Tracing paper, Drafting equipment	P Equipment Drafting	Tracing paper
Track bolts, Railroad equipment	P Equipment Railroad	Track bolts
Trackage, Groundways	P Groundways Trackages	
Tractors, Automotive equipment	P Equipment Automotive	Tractors
Trade fairs, Publicity (see)	A Publicity Exhibitions	
Trade mart exhibitions, Publicity (see)	A Publicity Exhibitions	
Trade marts, International (see)	A Publicity Exhibitions	
Trade offerings, Economics	F Economics Trade offerings	
Trade programs, Promotion	A Promotion Programs	Trade
Trade, Economics	F Economics Trade	
Traffic	TR Traffic	
Traffic accidents	S Accidents Traffic	
Traffic assists	TR Traffic Assists	
Traffic bulletins	TR Traffic Bulletins	
Traffic circulation (see)	TR Traffic Patterns	
Traffic clockings	TR Traffic Clockings	
Traffic congestions (see)	TR Traffic Relief	
Traffic control	TR Traffic Control	
Traffic counters, Instruments	P Equipment Instruments	Traffic counters
Traffic diversions (see)	TR Traffic Routing	
Traffic dividers, Appurtenances	P Appurtenances Dividers	
Traffic forecasts	TR Traffic Forecasts	
Traffic hazards	TR Traffic Hazards	
Traffic interference	TR Traffic Interference	
Traffic islands, Appurtenances	P Appurtenances Islands	Traffic

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READING LINE	CLASSIFICATION 1	LINE 2
Toll passes rate surcharges	F Tolls Rates	Surcharges
Toll passes scrip (see)	F Tolls H4 Series	
Toll rates	F Tolls Rates	
Toll rates receipts	F Tolls Rates	Receipts
Toll rates refunds	F Tolls Rates	Refunds
Toll registers, Instruments	P Equipment Instruments	Registers Toll
Toll ticket cancellations	F Tolls Tickets	Cancellations
Toll ticket checkings	F Tolls Tickets	Checkings
Toll ticket defective	F Tolls Tickets	Defective
Toll ticket errors	F Tolls Tickets	Sales Purch in error
Toll ticket errors (see also)	F Tolls Collectors records	Performance Ticket errors
Toll ticket found	F Tolls Tickets	Found
Toll ticket inventories	F Tolls Tickets	Inventories
Toll ticket missing	F Tolls Tickets	Missing
Toll ticket perforation	F Tolls Tickets	Perforation
Toll ticket personal	F Tolls Tickets	Personal
Toll ticket punch registering machine equipment	P Equipment Machines	Tolls Ticket punch registering
Toll ticket refunds	F Tolls Tickets	Refunds
Toll ticket refunds violations	F Tolls Tickets	Refunds Violations
Toll ticket sales	F Tolls Tickets	Sales
Toll ticket sales report	F Tolls Tickets	Sales report
Toll ticket vehicle register tapes	F Tolls Collecting	Vehicle register tapes
Toll ticket vehicle register tapes (see also)	F Tolls Collectors records	Vehicle Register tapes
Toll vehicle checks (see)	F Tolls Checkings	
Tolls	F Tolls	
Tolls, Income	F Income Tolls	
Tonnage statistics, Shipments	TR Shipments Statistics	Tonnage
Tool bags, Handling equipment	P Equipment Handling	Tool bags
Tool room (see)	P Space units Stock rooms	
Tools, Equipment	P Equipment Tools	
Top wharfage, Carriers (see)	TR Carriers Handling	Wharfage
Topping off, Fuel	P Energy/Fuel Handling	
Topsoil, Landscaping equipment	P Equipment Landscaping	Topsoil
Tourniquets, Medical equipment	P Equipment Medical	Tourniquets
[illegible] Public relations	A Public relations Tours	

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Toll collectors performance records	F Tolls Collectors records	Performance
Toll collectors records	F Tolls Collectors records	
Toll collectors register output earnings (see)	F Accounts Payroll	Registers
Toll collectors shortages	F Tolls Collectors records	Performance Shortages
Toll collectors ticket errors	F Toll Collectors records	Performance Ticket errors
Toll collectors uniforms	P Equipment Uniforms	Toll collectors
Toll commutation tickets	F Tolls Tickets	Commutation
Toll counterfeit money	F Tolls Overages & shortages	Counterfeit
Toll deposits	F Toll Deposits	
Toll equipment	P Equipment Toll	
Toll found money	F Tolls Overages & shortages	Found money
Toll free passage	F Tolls Free passage	
Toll keys	P Equipment Identification	Register keys
Toll money pickup service (see)	F Tolls Deposits	
Toll overages & shortages	F Tolls Overages & shortages	
Toll overages & shortages complaints	F Tolls Overages & shortages	Complaints
Toll passes	F Tolls Passes	
Toll passes annual	F Tolls Passes	Annual
Toll passes business official	F Tolls Passes	Business
Toll passes business official (see also)	F Tolls H4 Series	
Toll passes emergency passage	F Tolls Passes	Emergency passage
Toll passes employee	F Tolls Passes	Employee
Toll passes employee (see also)	F Tolls H4 Series	
Toll passes employee passage (see also)	F Tolls H4 Series	Emergency passage permit
Toll passes issue, To employees	F Tolls Passes	Issue (To employees)
Toll passes military vehicle passage	F Tolls Passes	Permits
Toll passes missing	F Tolls Passes	Missing
Toll passes non revenue	F Tolls Passes	Non revenue
Toll passes non revenue (see also)	F Tolls H4 Series	
Toll passes port authority vehicles	F Tolls Passes	Port Authority vehicles
Toll passes port authority vehicles (see also)	F Tolls H4 Series	PA Vehicle pass
Toll passes probationary collector performance	F Tolls Collectors records	Performance Probationary
Toll passes rate classification complaints	F Tolls Rates	Classifications Complaints
Toll passes rate classifications	F Tolls Rates	Classifications
Toll passes rate increases	F Tolls Rates	Increases

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READING LINE	CLASSIFICATION 1	LINE 2
Time, Unauthorized absense	I Time Absence	Unauthorized
Time, Vacations	I Time Vacations	
Time, Working hours	I Time Working hours	
Timetables, Carriers (see)	TR Carriers Scheduling	
Tire changing, Carriers	TR Carriers Servicing	Tire changing
Tire demounting racks, Handling equipment	P Equipment Handling	Tire demounting racks
Tire pressure gauges, Instruments (see)	P Equipment Instruments	Tire gauges
Tires, Automotive accessories	P Equipment Automotive	Accessories Tires
Tissue paper, Office supplies	P Equipment Office supplies	Tissue paper
Title insurance	F Insurance Title	
Titles, Job	I Jobs	
Titles, Planning	A Planning Nomenclature	Titles
Toilet paper, Maintenance equipment	P Equipment Maintenance	Toilet paper
Toilet rooms (see)	P Space units Lavatories	
Toilet seats, Plumbing	P Equipment Plumbing	Toilet seats
Toilet stall doors (see)	P Appurtenances Doors	
Toilets, Plumbing equipment	P Equipment Plumbing	Toilets
Toilets, Structures	P Structures Toilets	
Token vending machines, Equipment	P Equipment Machines	Vending Token
Tokens, Sundries	P Equipment Sundries	Tokens
Tokens, Toll equipment	P Equipment Toll	Automatic collectors Tokens
Toll H4 series	F Tolls H4 series	
Toll Ticket surveys	F Tolls Tickets	Surveys
Toll accounts	F Accounts Tolls	
Toll armored car service (see)	F Tolls Deposits	
Toll assignments	F Tolls Assignments	
Toll bank accounts (see)	F Accounts change fund	
Toll booths, Appurtenances	F Appurtenances Booths	Tolls
Toll cash	F Tolls Cash	
Toll change complaints (see)	F Tolls Overages & shortages	Complaints
Toll checkings (vehicles)	F Tolls Checkings	
Toll collecting	F Tolls Collecting	
Toll collecting one way	F Tolls Collecting	One way
Toll collectors cash errors	F Tolls Collectors records	Performance Cash errors
[illegible] cash ticket	F Tolls Collectors records	Cash ticket

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Tickets, Toll carpool	F Tolls Tickets	Carpool
Tickets, Toll commutation	F Tolls Tickets	Commutation
Tickets, Toll equipment	P Equipment Toll	Tickets
Tickets, Toll scrip	F Tolls Tickets	Scrip
Tickler systems, Communication	A Communications Follow up system	
Tidal staffs (see)	P Equipment Instruments	Tide guages
Tide gauges, Instruments tide gauges	P Equipment Instruments	Tide gauges
Tides, Navigation	TR Navigation Tides	
Tie clasps, Souvenirs	A Publicity Souvenirs	Tie clasps
Tie down areas, Space units	P Space units Tie down	
Tie plates, Railroad (see)	P Equipment Railroad	Ties
Ties, Railroad	P Equipment Railroad	Ties
Tiles, Construction materials	P Construction Materials	Tile
Time	I Time	
Time cash payments, Compensatory	I Time Compensatory	Cash payments
Time cash payments, Vacations	I Time Vacations	Cash payments
Time schedules, Vacation	I Time Vacations	Schedules
Time, Absence	I Time Absence	
Time, Absence reports	I Time Absence	Reports
Time, Compensatory	I Time Compensatory	
Time, Deferred vacations	I Time Vacations	Deferred
Time, Excused	I Time Excused	
Time, Holidays	I Time Holidays	
Time, Jury duty leaves	I Time Leaves	Jury duty
Time, Leaves of absence (ex military)	I Time Leaves	
Time, Long term absence	I Time Absence	Long term
Time, Maternity leaves	I Time Leaves	Maternity
Time, Overtime	I Time Overtime	
Time, Regular day off	I Time Regular day off	
Time, Reports	I Time Reports (by kind)	
Time, Shifts	I Time Shifts	
Time, Short term leaves	I Time Leaves	Short term
Time, Sick leaves	I Time Leaves	Sick
Time, Staggered working hours	I Time Working hours	Staggered
Time, Studies/surveys	I Time Studies/Surveys	

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Testing laboratories, Space units	P Space units Laboratories	Testing
Testing, Appurtenances	P Appurtenances Testing	
Testing, Construction	P Construction Testing	
Testing, Earthwork	P Earthwork Testing	
Testing, Fuel	P Energy/Fuel Testing	
Testing, Groundways	P Groundways Testing	
Testing, Maintenance	P Maintenance Testing	
Testing, Structures	P Structures Testing	
Testing, Systems	P Systems Testing	
Testing, Utilities	P Utilities Testing	
Tests, Jobs	I Jobs Tests	
Tests, Pests	S Pests Tests	
Tetrahedrons, Instruments	P Equipment Instruments	Tetrahedrons
Theatres, Structures	P Structures Theatres	
Theft, Protection	S Protection Theft	
Theodolites, Surveying equipment (see)	P Equipment Surveying	Transits
Thermofax machines, Office	P Equipment Office machines	Thermofax
Thermofax paper, Office supplies	P Equipment Office supplies	Thermofax paper
Thermometers, Instruments	P Equipment Instruments	Thermometers
Thermos bottles, Restaurant equipment	P Equipment Restaurant	Thermos bottles
Thermostats, Instruments	P Equipment Instruments	Thermostats
Threshold 3307 (see)	P Equipment Maintenance	Sealing
Threshold lights, Equipment	P Equipment Lights	Threshold
Ticket boxes, Toll (see)	P Equipment Toll	Ticket racks
Ticket counters, Appurtenances	P Appurtenances Counters	Tickets
Ticket counters, Space units	P Space units Counters	Tickets
Ticket counting machines, Office	P Equipment Office machines	Ticket counting
Ticket date stamps, Toll equipment	P Equipment Toll	Ticket date stamps
Ticket offices, Space units	P Space units Offices	Tickets
Ticket punches, Sundries	P Equipment Sundries	Ticket punches
Ticket punches, Toll equipment	P Equipment Toll	Ticket punches
Ticket racks, Toll equipment	P Equipment Toll	Ticket racks
Ticket storage cabinets, Toll equipment	P Equipment Toll	Ticket storage cabinets
Tickets, Carrier fares	TR Carriers Fares	Tickets
Tickets, Space unit usage	P Space units Usage	Tickets

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Tenant prospective auxiliary services	P Tenants Prospective	Auxiliary services
Tenant prospective brokers	P Tenants Prospective	Brokers
Tenant prospective ratings	P Tenants Prospective	Ratings
Tenant prospective solicitations	P Tenants Prospective	Solicitations
Tenant prospective unidentified facility	P Tenants Prospective	Unidentified facility
Tenant regulations	P Tenants Regulations	
Tenant relocation	P Tenants Relocation	
Tenant relocation program (see)	P Project areas Tenant relocation program	
Tenant rent	P Tenants Rents	
Tenant rent (see also)	P Tenants Fees	
Tenant rent rates	P Tenants Rents	Rates
Tenant rent revenue	P Tenants Rents	Revenue
Tenant rent revenue fixed	P Tenants Rents	Revenue Fixed
Tenant rent revenue unfixed	P Tenants Rents	Revenue Unfixed
Tenant reports	P Tenants Reports	
Tenant space checks	P Tenants Space checks	
Tenant surrender of possession	P Tenants Surrender of possession	
Tenant surveys	P Tenants Surveys	
Tenants (by name)	P Tenants	
Tennis courts, Space units	P Space units Tennis courts	
Tenure of office resolution (see)	I Personnel Tenure of office resolution	
Terminal buildings, Structures	P Structures Terminals	
Termination control, Employee	I Personnel Programs	Termination control
Termination reports	I Personnel Terminations	Reports
Terminations, Employee	I Personnel Terminations	
Terminations, Retirement insurance	F Insurance Retirement	Terminations
Terminations, Retirement insurance (see also)	I Personnel Programs	Retirement
Terminations, Retirement insurance withdrawals	F Insurance Retirement	Terminations Withdrawals
Terminations, Retirement insurance withdrawals (see also)	I Personnel Programs	Retirement
Terra cotta, Construction material	P Construction Materials	Terra cotta
Terrazzo, Construction materials (see)	P Construction Materials	Mosaics
Terrorists, Protection	S Protection Terrorists	
Test equipment	P Equipment Test	
Test runs, Carrier routes	TR Carriers Routes	Test runs

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Telegraph poles, Appurtenances	P Appurtenances Poles	Telegraph
Telephone & address list, Communications	A Communications Addresses	
Telephone allowance, Employee	I Personnel Expense allowance	Telephone
Telephone answering service	A Services Telephone answering	
Telephone booths, Appurtenances	P Appurtenances Booths	Telephone
Telephone communications	A Communications Telephone	
Telephone dictating service	A Services Telephone dictating	
Telephone equipment	P Equipment Communicating	Telephones
Telephone information space units (see)	P Space units Telephone	
Telephone public services	A Services Telephone	Public
Telephone services	A Services Telephone	
Telephone systems	P Systems Communicating	Telephone
Teleregister systems	P Systems Communicating	Teleregister
Teletype systems	P Systems Communicating	Teletype
Television studios, Space units	P Space units Studios	Television
Television towers, Structures	P Structures Towers	Television
Television, Communicating equipment	P Equipment Communicating	Television
Television, Communicating systems	P Systems Communicating	Television
Television, Publicity	A Publicity Television	
Temperature recording, Systems	P Systems Temperature recording	
Temporary employee payroll notices	F Accounts Payroll notices	Temporary employees
Temporary employees	I Personnel Employee types	Temporary
Tenant alteration permits	P Tenants Permits	Alteration
Tenant assignments	P Tenants Assignments	
Tenant building notices	P Tenants Building notices	
Tenant dispossesses	P Tenants Leases	Dispossesses
Tenant fees	P Tenants Fees	
Tenant fees (see also)	P Tenants Rents	
Tenant fixture claims	P Tenants Fixture claims	
Tenant leases (PA rental of facility leases)	A Documents Leases	
Tenant leases (at project areas)	P Project areas (by fac)	Leases
Tenant leases (specific facility tenant agreement)	P Tenants Leases	
Tenant permit alterations	P Tenants Permits	Alterations
Tenant permits	P Tenants Permits	
	P Tenants Prospective	

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Tape, Electrical equipment	P Equipment Electrical	Tape
Tape, Toll register equipment	P Equipment Instruments	Registers Toll tape
Tapes, Mobile sound monitoring system	P Systems Monitoring	Sound Mobile Tapes
Taps & dies, Tools	P Equipment Tools	Taps & dies
Tar kettles	P Equipment Maintenance	Kettles
Tardiness, Time	I Time Tardiness	
Target frames, Sundries	P Equipment Sundries	Target frames
Tariff development	F Tariffs Development	
Tariff revisions	F Tariffs Revisions	
Tariff schedules of charges & amendments	F Tariffs (Correspondence)	
Tariffs, Carriers	TR Carriers Tariffs	
Tax delinquent	F Taxes Delinquent	
Tax exemptions	F Taxes Exemptions	
Tax franchise	F Taxes Franchise	
Tax immunity	F Taxes Immunity	
Tax liens	F Taxes Liens	
Tax payments	F Taxes Payments	
Tax payments, In lieu of taxes	F Taxes Payments in lieu of taxes	
Tax rates	F Taxes Rates	
Tax receipts	F Taxes Receipts	
Tax refunds	F Taxes Refunds	
Tax usage	F Taxes Usage	
Taxes	F Taxes	
Taxi service	A Services Taxi	
Taxi stands, Space units	P Space units Taxi stands	
Taxi starter booths, Appurtenances (see)	P Appurtenances Booths	Dispatchers
Taxis, Carriers	TR Carriers Taxis	
Taxiway lights	P Equipment Lights	Taxiway
Taxiway signs	P Equipment Signs	Taxiway
Taxiways, Groundways	P Groundways Taxiways	
Taxiways, Marker signs (see)	P Equipment Signs Taxiways	
Technical procurement committee	A Organization Committees	Technical procurement
Telautograph systems	P Systems Communicating	Telautograph
Telecommunications services	A Services Telecommunications	
Telegraph booths, Appurtenances	P Appurtenances Booths	Telegraph

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Systems interference	P Systems Interference	
Systems inventories	P Systems Inventories	
Systems loads, Electrical	P Systems Electrical	Loads
Systems marking	P Systems Marking	
Systems monitoring sounds	P Systems Monitoring	Sounds
Systems parts	P Systems Parts	
Systems priorities	P Systems Priorities	
Systems programs	P Systems Programs	
Systems purchases	P Systems Purchases	
Systems rates	P Systems Rates	
Systems regulations	P Systems Regulations	
Systems rehabilitation	P Systems Rehabilitation	
Systems relocation	P Systems Relocation	
Systems repairs	P Systems Repairs	
Systems requirements	P Systems Requirements	
Systems sales	P Systems Sales	
Systems servicing	P Systems Servicing	
Systems specifications	P Systems Specifications	
Systems surveys	P Systems Surveys	
Systems testing	P Systems Testing	
Systems transfers	P Systems Transfers	
Systems vendors offerings	P Systems Vendors offerings	
Tables, Drafting equipment	P Equipment Drafting	Tables
Tables, Furniture & furnishings	P Equipment Furniture & furnishings	Tables
Tacker machines, Equipment	P Equipment Machines	Tackers
Tags, Office stationery	P Equipment Office stationery	Tags
Tailgate doors, Appurtenances	P Appurtenances Doors	Tailgate
Tailgates, Handling equipment	P Equipment Handling	Tailgates
Take offs, Carriers handling	TR Carriers Handling	Flights Take offs
Take offs, Commercial aircraft carriers	TR Carriers Aircraft	Handling Comm Take offs
Tank refueling units, Maintenance equipment	P Equipment Maintenance	Refueling units Tank
Tank trucks, Automotive equipment	P Equipment Automotive	Trucks Tank
Tankers, Carriers	TR Carriers Vessels	Tankers
Tanks, Equipment	P Equipment Tanks	
	P Structures Tanks	

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Surveys, Planning	A Planning Surveys	
Surveys, Real estate	P Real estate Surveys	
Surveys, Salary	I Salaries Surveys	
Surveys, Services	A Services Surveys	
Surveys, Space	P Space Surveys	
Surveys, Space units	P Space units Surveys	
Surveys, Structures	P Structures Surveys	
Surveys, Systems	P Systems Surveys	
Surveys, Tenants	P Tenants Surveys	
Surveys, Traffic	TR Traffic Surveys	
Surveys, Utilities	P Utilities Surveys	
Surveys, Zoning	P Zoning Surveys	
Survival kits, Emergency equipment	P Equipment Emergency	Survival kits
Suspender ropes (see)	P Construction Elements	Cables
Suspension, Employee	I Personnel Discipline	Suspension
Suspensions, Retirement insurance	F Insurance Retirement	Suspensions
Sweepers, Automotive equipment	P Equipment Automotive	Sweepers
Sweepers, Machine equipment	P Equipment Machines	Sweepers
Swimming pools, Space units	P Space Units Swimming pools	
Swine flu immunizations	I Personnel Health	Prog Swine flu immunizations
Switch houses, Structures	P Structures Switch houses	
Switch points, Railroad equipment	P Equipment Railroad	Switch points
Switch timbers (see)	P Equipment Railroad	Ties
Switchboard information service (see)	A Services Information	
Switchboard rooms, Space units	P Space units Switchboard rooms	
Switchboards, Electrical systems	P Systems Electrical	Switchboards
Switches, Electrical equipment	P Equipment Electrical	Switches
Switchgears, Electrical equipment	P Equipment Electrical	Switchgears
Switching, Carriers	TR Carriers Handling	Switching
Systems alterations	P Systems Alterations	
Systems assignments	P Systems Assignments	
Systems bills	P Systems Bills	
Systems carbon monoxide reports	P Systems Ventilation	Carbon monoxide reports
Systems conversions	P Systems Conversions	
Systems inspections	P Systems Inspections	

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Surcharging (Ground) (see)	P Earthwork Stabilization	
Surface deposits, Groundways	P Groundways Surfaces	Deposits
Surface hardening, Earthwork	P Earthwork Surface hardening	
Surface loads, Groundways	P Groundways Surfaces	Loads
Surfaces, Groundways	P Groundways Surfaces	
Surgical & hospital insurance (see)	F Insurance Hospitalization	
Surgical & hospital, Salary deductions	I Salaries Deductions	Hospitalization surgical
Surrender of possession, Tenants	P Tenants Surrender of possession	
Surveying (see)	P Equipment Surveying	
Surveying instruments (see)	P Equipment Surveying	
Surveying, Earthwork	P Earthwork Surveying	
Surveying, Equipment	P Equipment Surveying	
Surveys, Administrative costs	F Costs Surveys	Administrative
Surveys, Approaches	P Approaches Surveys	
Surveys, Appurtenances	P Appurtenances Surveys	
Surveys, Baggage handling	TR Baggage Handling	Surveys
Surveys, Capital costs	F Costs Surveys	Capital
Surveys, Carriers	TR Carriers Surveys	
Surveys, Concession & consumers services	P Concessions & consumers svcs Surveys	
Surveys, Construction	P Construction Surveys	
Surveys, Construction costs	F Costs Surveys	Construction
Surveys, Costs	F Costs Studies/surveys	
Surveys, Earthwork	P Earthwork Surveys	
Surveys, Economics	F Economics Surveys	
Surveys, Employee attitude	I Personnel Surveys	Employee attitude
Surveys, Employee classification	I Personnel Surveys	Classification
Surveys, Employee health	I Personnel Health	Surveys
Surveys, Employee opinion	I Personnel Surveys	Employee opinion
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Surveys, Equipment	P Equipment Surveys	
Surveys, Fuel	P Energy/Fuel Surveys	
Surveys, Jobs	I Jobs Surveys	
Surveys, Maintenance	P Maintenance Surveys	
	TR Navigation Surveys	

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Suggestions, Employee	I Personnel Suggestions	
Suggestions, Employee (see also)	I Personnel Programs	Suggestion system
Suggestions, Safety (see)	S Accidents Prevention programs	Suggestion
Suicides, Protection	S Protection Suicides	
Summaries, Costs	F Costs Summaries	
Summary card generator (see)	I Time Reports	Attendance
Summons reports, Traffic regulations violations	TR Traffic Regulations	Violations Summons Reports
Summons, Legal	A Legal Claims & litigation	Summons
Summons, Police equipment	P Equipment Police	Summons
Summons, Traffic regulations violations	TR Traffic Regulations	Violations Summonses
Sumps, Drainage systems	P Systems Drainage	Sumps
Sun shades (see)	P Equipment Protective	Louvers
Sundries, Equipment	P Equipment Sundries	
Super seal (see)	P Equipment Maintenance	Caulking
Superfund (see)	E Pollution	
Superior Officers Association of PA police	I Labor Employee associations	
Supermarket carts, Baggage handling equipment	P Equipment Handling	Carts Baggage
Supervision	A Supervision	
Supervision check lists	A Supervision Check lists	
Supervision observation program patron service	A Supervision Observation programs	Patron services
Supervision observation programs	A Supervision Observation programs	
Supervision policies	A Supervision Policies	
Supervision regulations (see)	A Supervision Policies	
Supervision surveys	A Supervision Surveys	
Supervisory training (see also)	I Personnel Programs	Training PA
Supervisory training, Employee	I Personnel Training	Supervisory
Supplement, General ledger accounts	F Accounts General ledger	Supplement
Supplemental allowance, Retirement insurance	F Insurance Retirement	Benefits Supple allowance
Supplemental allowance, Retirement insurance (see also)	I Personnel Programs	Insurance Retirement
Supplies (except office)	P Equipment	
Supplies office equipment	P Equipment Office supplies	
Supply rooms (see)	P Space units Stock rooms	
Supports (Chord), Construction elements	P Construction Elements	Chord supports
Supports, Construction elements	P Construction Elements	Supports

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Structure priorities	P Structures Priorities	
Structure programs	P Structures Programs	
Structure proposed	P Structures Proposed	
Structure prospective purchasers	P Structures Sales	Prospective purchasers
Structure purchases	P Structures Purchases	
Structure rates	P Structures Rates	
Structure regulations	P Structures Regulations	
Structure regulations clearances	P Structures Regulations	Clearances
Structure regulations violations	P Structures Regulations	Violations
Structure rehabilitation	P Structures Rehabilitation	
Structure relocation	P Structures Relocation	
Structure removal	P Structures Removal	
Structure repair	P Structures Repair	
Structure sales	P Structures Sales	
Structure specifications	P Structures Specifications	
Structure striping	P Structures Marking	Striping
Structure surveys	P Structures Surveys	
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Structure transfers	P Structures Transfers	
Structure usage	P Structures Usage	
Structure usage restricted	P Structures Usage	Restricted
Studios, Space units	P Space units Studios	
Subcontractors, Documents	A Documents Subcontractors	
Subleasing, Tenants	P Tenants Leases	Subleasing
Submerged hazards (see)	TR Traffic Hazards	Submersions
Submersions, Traffic hazards	Tr Traffic Hazards	Submersions
Submetering, Utilities	P Utilities Submetering	
Subsidiaries, Corporate	A Corporate Subsidiaries	
Substations, Electrical systems	P Systems Electrical	Substations
Substations, Electrical systems	P Systems Electrical	Substations
Suburban carry all, Automotive equipment (see)	P Equipment Automotive	Trucks Panel
Suburban transit (see)	TR Carriers Rails	
Subway entrances, Appurtenances	P Appurtenances Entrances	Subway
	T Personnel Programs	Suggestion system

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Strapping machines (see)	P Equipment Machines	Binders
Strategic planning	A Planning Strategic	
Street lights, Equipment	P Equipment Lights	Street
Streets, Groundways	P Groundways Streets	
Stress oscillation, Construction	P Construction Stresses	Oscillations
Stresses, Construction	P Construction Stresses	
Stretchers, Emergency equipment	P Equipment Emergency	Stretchers
Strikes, Labor	I Labor Strikes	
Striping, Appurtenances	P Appurtenances Marking	Striping
Striping, Equipment	P Equipment Marking	Striping
Striping, Groundways	P Groundways Marking	Striping
Striping, Space units	P Space units Marking	Striping
Striping, Structures	P Structures Marking	Striping
Striping, Systems	P Systems Marking	Striping
Structural elements (see)	P Construction elements	
Structural integrity inspections, Construction	P Construction Structural integrity	Inspection
Structural integrity, Construction	P Construction Structural integrity	
Structural stresses	P Construction Stresses	
Structure addresses	P Structures Addresses	
Structure adjacent areas	P Structures Adjacent areas	
Structure alteration permits	P Structures Alterations	Permits
Structure alterations	P Structures Alterations	
Structure assignments	P Structures Assignments	
Structure conversions	P Structures Conversions	
Structure damages	P Structures Damages	
Structure dead loads (see)	P Structures Loads	
Structure decor	P Structures Decor	
Structure demolition	P Structures Demolition	
Structure demolition crews	P Structures Demolition Crews	
Structure departmental organization	A Organization Department (By name)	Structure
Structure evaluation	P Structures Evaluation	
Structure inspections	P Structures Inspections	
Structure leaks	P Structures Leaks	
Structure lettering	P Structures Marking	Lettering
Structure loads	P Structures Loads	

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Stolen or lost toll passes (see)	F Tolls Passes	Missing
Stone screening, Maintenance equipment	P Equipment Maintenance	Stone screening
Stone, Construction materials	P Construction Materials	Stone
Stools, Drafting equipment	P Equipment Drafting	Stools
Stools, Furniture & furnishings	P Equipment Furniture & furnishings	Stools
Stop overs, Carriers (see)	TR Carriers Scheduling	
Stop payments, Accounts	P Accounts Stop payments	
Stop watches, Instruments	P Equipment Instruments	Stop watches
Stoppages, Traffic	TR Traffic Stoppages	
Stops, Carrier routes	TR Carriers Routes	Stops
Storage areas, Space units	P Space units Storage	
Storage auxiliary, Shipments	TR Shipments Storage	Auxiliary
Storage cabinets, Furniture & furnishings	P Equipment Furniture & furnishings	Storage cabinets
Storage fees, Fuel	P Energy/Fuel Storage	Fees
Storage placement records, Shipment	TR Shipments Storage	Placement records
Storage port charges, Shipments	TR Shipments Port charges	Storage
Storage tanks, Structures	P Structures Tanks	Storage
Storage, Appurtenances	P Appurtenances Storage	
Storage, Carriers	TR Carriers Handling	Storage
Storage, Construction	P Construction Storage	
Storage, Dangerous articles	S Dangerous articles Storage	
Storage, Equipment	P Equipment Storage	
Storage, Files (see)	A Organization Filing	Storage
Storage, Fuel	P Energy/Fuel Storage	
Storage, Intransit shipments	TR Shipments Storage	Intransit
Storage, Services (except stockkeeeping)	A Services Storage	
Storage, Shipments	TR Shipments Storage	
Storage, Space units	P Space units Storage	
Store fixtures, Equipment	P Equipment Store fixtures	
Stores, Space units	P Space units Stores	
Stores, Space units (see also)	P Space units Shops	
Storm sewers, Drainage systems	P Systems Drainage	Storm sewers
Stowage, Dangerous articles	S Dangerous articles Stowage	
Stowage, Shipment handling	TR Shipments Handling	Stowage
	P Equipment Handling	Straddle trucks

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READING LINE	CLASSIFICATION 1	LINE 2
Station managers meetings	A Planning Meetings	Station managers
Station wagons, Automotive equipment	P Equipment Automotive	Passengers station wagons
Stationery catalog (PA)	P Equipment Office supplies	Catalog
Stations, Weather	TR Weather Stations	
Statistics , Safety (see)	S Accidents Statistics	
Statistics, Accidents	S Accidents Statistics	
Statistics, Economics	F Economics Statistics	
Statistics, Mail	TR Mail Handling	Statistics
Statistics, Passenger	TR Passengers Statistics	
Statistics, Shipment handling	TR Shipments Handling	Statistics
Statistics, Shipments	TR Shipments Statistics	
Statistics, Tonnage shipments	TR Shipments Statistics	Tonnage
Statistics, Traffic	TR Traffic Statistics	
Status reports (overall)	A Reports Status	
Status reports, Documents	A Documents Reports	Status
Statutes, Corporate instruments	A Corporate Instruments	Statutes
Steam cleaning machines, Equipment	P Equipment Machines	Steam cleaning
Steam heating systems	P Systems Heating	Steam
Steam jennies (see)	P Equipment Machines	Steam cleaning
Steam pollution (in atmosphere)	E Pollution Air	Steam
Steam service utilities	P Utilities Steam	
Steel, Construction materials	P Construction Materials	Metals Steel
Stencils, Office supplies	P Equipment Office supplies	Stencils
Stenotype machines, Office	P Equipment Office machines	Stenotype
Stenotype paper, Office supplies	P Equipment Office supplies	Stenotype paper
Stenotype ribbons, Office supplies	P Equipment Office supplies	Stenotype ribbons
Stevedor plates, Handling equipment	P Equipment Handling	Stevedore plates
Stevedores equipment (see)	P Equipment Handling	
Stickers, Identification equipment	P Equipment Identification	Stickers
Stilts, Maintenance equipment	P Equipment Maintenance	Stilts
Stock room procedure (see)	P Equipment Stockkeeping	
Stock rooms, Space units	P Space units Stock rooms	
Stockkeeping, Equipment	P Equipment Stockkeeping	
Stockkeeping, Services	A Services Stockkeeping	AICS program
Stockpiling, Construction	P Construction Stockpiling	

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READING LINE	CLASSIFICATION 1	LINE 2
Stairways, Appurtenances	P Appurtenances Stairways	
Stake trucks, Automotive equipment	P Equipment Automotive	Trucks Stake
Stall doors (Toilet) (see)	P Appurtenances Doors	
Stamp machines, Office (ex postage)	P Equipment Office machines	Stamps
Stanchions, Sundries	P Equipment Sundries	Stanchions
Stand by power systems (see)	P Systems Electrical	Auxiliaries
Standard drawings, Documents	A Documents Drawings	Standard
Standardization, Carriers	TR Carriers Characteristics	Standardization
Standardization, Documents	A Documents Standardization	
Standards, Equipment	P Equipment Standards	
Standees, Carriers (see)	TR Carriers Characteristics	Capacity
Standpipe systems	P Systems Standpipes	
Standpipe, Fire protection systems	P Systems Fire protection	Standpipes
Stands (Ceremonial) (see)	P Appurtenances Speakers stands	
Stands, Furniture & furnishings	P Equipment Furniture & furnishings	Stands
Staple removers, Office supplies	P Equipment Office supplies	Staple removers
Stapler machines, Office	P Equipment Office machines	Staplers
Staples, Office supplies	P Equipment Office supplies	Staples
Stapling machines (see)	P Equipment Office machines	Stapler
State aid, Finance	F Finance Aid	State
State audits, Accounts (see)	F Accounts Audits	Outside
State authorizations	A Authorizations State	
State cooperation, Public relations	A Public relations Cooperation	State
State inspections, Equipment	P Equipment Inspections	State
State legislation	A Legal Legislation	State
State maps, Equipment	P Equipment Maps	State
State planning	A Planning State	
State regulations (over all)	A Regulations State	
State taxes	F Taxes State	
State zoning	P Zoning State	
Statements costs, Accounting	F Costs Statements	Accounting
Statements facility operating	F Finance Statements	Facility operating
Statements financial	F Finance Statements	Financial
Statements of transfer, Equipment	P Equipment Statement of transfer	
	P Real estate Sales	Closing statement

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READING LINE	CLASSIFICATION 1	LINE 2
Speed meter calibration, Instrument equipment	P Equipment Instruments	Meters Speed Calibration
Speed meters, Instruments	P Equipment Instruments	Meters Speed
Speeds regulation, Traffic	TR Traffic Regulation	Speeds
Speeds, Carriers (see)	TR Carriers Characteristic	Performance
Spiders, Pests	S Pests Spiders	
Spike drivers, Tools	P Equipment Tools	Spike drivers
Spillage emergencies	S Emergencies Spillage	
Spirit duplicating paper, Office supplies	P Equipment Office supplies	Spirit duplicating paper
Spirit duplicator machines	P Equipment Office machines	Duplicators
Spirit duplicator reproduction services (see)	A Services Reproduction	
Splice plates, Hardware	P Equipment Hardware	Splice plates
Splicing kits, Electrical equipment	P Equipment Electrical	Splicing kits
Spotlights, Equipment	P Equipment Lights	Spots
Spray booths, Appurtenances	P Appurtenances Booths	Spray
Spray rooms, Space units	P Space units Spray rooms	
Sprayers, Machines	P Equipment Machines	Sprayers
Sprayers, Maintenance equipment	P Equipment Maintenance	Sprayers
Spreaders, Automotive equipment	P Equipment Automotive	Spreaders
Sprinkler systems	P Systems Sprinkler	
Sprockets, Hardware	P Equipment Hardware	Sprockets
Spuds, Tools	P Equipment Tools	Spuds
Stabilization, Earthwork	P Earthwork Stabilization	
Stabilizers, Automotive equipment	P Equipment Automotive	Stabilizers
Stacks, Incinerator systems	P Systems Incinerators	Stacks
Staff planning	A Planning Staff	
Staff planning (see also)	A Organization Department	Structure Staffing
Staffing (see also)	I Personnel Requirements	
Staffing (see also)	A Organization Department	Structure Staffing
Staffing assignments	I Personnel Assignments	
Staffing assignments (see)	A Organization Department	Structure Staffing
Staffing, Jobs	I Jobs Staffing	
Stages, Boat landing (see)	P Structures Piers	
Staggered hours, Traffic relief	TR Traffic Relief	Staggered hours
Staggered hours, Working time	I Time Working hours	Staggered
Stair towers, Appurtenances	P Appurtenances Stair towers	

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READING LINE	CLASSIFICATION 1	LINE 2
Spandrels, Construction elements	P Construction Elements	Spandrels
Spare parts (see)	P Equipment Parts	
Spark plugs, Electrical equipment	P Equipment Electrical	Spark plugs
Speakers bureau (speeches) (see also)	A Publicity Addresses	
Speakers bureau dinners, Employee programs	A Services Special events	Emp prog Dinners Spkrs bureaus
Speakers bureau, Promotion programs	A Promotion Programs	Speakers bureau
Speakers platforms (see)	P Appurtenances Speakers stands	
Speakers stands, Appurtenances	P Appurtenances Speakers stands	
Special assignments, Personnel	I Personnel Assignments	Special
Special compensation, Salaries	I Salaries Special compensation	
Special compensatory awards	I Personnel Motivation	Awards Incentive comp Spec comp
Special events, Services	A Services Special events	
Special incentive awards	I Personnel Programs	Special incentive awards
Special meetings, Commissioners board	A Corporate Commissioners	Board meetings Special
Special meetings, Commissioners committees	A Corporate Commissioners	Committees Meetings Special
Special projects bonds & notes, Securities	F Securities Bonds	Special projects
Special reserves, Accounts	F Accounts Reserves	Special
Special vacation allowance, Salaries	I Salaries Special compensation	Special vacation allowance
Specifications & charges, Employee	I Personnel Discipline	Charges & specifications
Specifications, Approaches	P Approaches Specifications	
Specifications, Appurtenances	P Appurtenances Specifications	
Specifications, Construction	P Construction Specifications	
Specifications, Documents	A Documents Specifications	
Specifications, Earthwork	P Earthwork Specifications	
Specifications, Equipment	P Equipment Specifications	
Specifications, Fuel	P Energy/Fuel Specifications	
Specifications, Groundways	P Groundways Specifications	
Specifications, Jobs	I Jobs Specifications	
Specifications, Maintenance	P Maintenance Specifications	
Specifications, Services	A Services Specifications	
Specifications, Space units	P Space units Specifications	
Specifications, Structures	P Structures Specifications	
Specifications, Systems	P Systems Specifications	
Specifications, Utilities	P Utilities Specifications	
	P Equipment Photographic	

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Space permits	A Documents Permits	
Space permits (see also)	A Documents Leases	
Space rates	P Space Rates	
Space rentable	P Space Rentable	
Space requirements	P Space Requirements	
Space restricted usage	P Space Usage	Restricted
Space surveys	P Space Surveys	
Space unauthorized usage	P Space Usage	Unauthorized
Space unit alteration permits	P Space units Alterations	Permits
Space unit alterations	P Space units Alterations	
Space unit assignments	P Space units Assignments	
Space unit availability	P Space units Availability	
Space unit clearance	P Space units Clearance	
Space unit decor	P Space units Decor	
Space unit evacuation (see)	P Space units Clearance	
Space unit evaluation	P Space units Evaluation	
Space unit exhibit	P Space units Exhibit	
Space unit fees	P Space units Fees	
Space unit inspections	P Space units Inspections	
Space unit measurements	P Space units Measurements	
Space unit programs	P Space units Programs	
Space unit rates	P Space units Rates	
Space unit rehabilitation	P Space units Rehabilitation	
Space unit relocation	P Space units Relocation	
Space unit repairs	P Space units Repairs	
Space unit requirements	P Space units Requirements	
Space unit revenues	P Space units Revenues	
Space unit specifications	P Space units Specifications	
Space unit surveys	P Space units Surveys	
Space unit testing	P Space units Testing	
Space unit usage	P Space units Usage	
Space units addresses	P Space units Addresses	
Space units marking	P Space units Marking	
Space units photographs	P Space units Photographs	
Space usage	P Space Usage	

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Social security, Personnel programs	I Personnel Programs	Insurance Social security
Social security, Salary deductions	I Salaries Deductions	Social security
Sod, Landscaping equipment	P Equipment Landscaping	Sod
Sodium vapor lights, Equipment	P Equipment Lights	Sodium vapor
Softball teams (see also)	I Personnel Programs	Employee activities
Softball teams, Welfare activities (see)	I Welfare Activities	
Soil borers, Earthworking equipment	P Equipment Earthworking	Soil borers
Soil pollution	E Pollution Soil	
Soil stabilizing machines (see)	P Equipment Automotive	Stabilizers
Soil tests, Earthwork	P Earthwork Soil tests	
Solar energy	P Energy/Fuel Solar	
Solicitation, Shipments	TR Shipments Solicitation	
Solicitations, Prospective tenants	P Tenants Prospective	Solicitations
Solicitations, Public relations	A Public relations Solicitations	
Soliciting	S Protection Soliciting	
Solids, Dangerous articles	S Dangerous articles Solids	
Solution trucks, Automotive equipment	P Equipment Automotive	Trucks Tank Solution
Solvents, Maintenance equipment	P Equipment Maintenance	Solvents
Sorters, Office supplies	P Equipment Office supplies	Sorters
Sound barriers, Appurtenances	P Appurtenances Barriers	Sound
Sound monitoring systems	P Systems Monitoring	Sound
Sound recorders, Instruments	P Equipment Instruments	Sound recorders
Sound, Aircraft traffic regulations	TR Traffic Aircraft	Regulations Sound
Soundings, Earthwork	P Earthwork Soundings	
Soundings, Waterways	L Waterways Soundings	
Sounds, Waterways	L Waterways Sounds	
Souvenirs, Publicity	A Publicity Souvenirs	
Space allocation	P Space Allocation	
Space checks, Tenants	P Tenants Space checks	
Space computer machines, Equipment	P Equipment Machines	Computers
Space control	P Space Control	
Space inventories	P Space Inventories	
Space measurements	P Space Measurements	
Space measuring, Conversion tables	P Space Measuring	Conversion tables

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Skids, Handling equipment	P Equipment Handling	Skids
Skycap service	P Equipment Handling	Skids
Skycap uniforms	A Services Skycaps	
Skycount, Traffic surveys (see)	P Equipment Uniforms	Skycaps
Skyjacking	TR Traffic Surveys	Aerial photography
Skylights, Appurtenances	S Protection Skyjacking	
Skylobbies (Building)	P Appurtenances Skylights	
Skylobbies, Space units	P Appurtenances Entrances	Skylobbies
Slate, Construction materials	P Space units Skylobbies	
Sleeping rooms, Space units	P Construction Materials	Slate
Slicing machines, Restaurant	P Space units Sleeping rooms	
Slide making services (see)	P Equipment Restaurant	Slicing machines
Slide rules, Office supplies	A Services Photographic	
Slides, Photographic equipment (see)	P Equipment Office Supplies	Slide rules
Slides, Publicity	P Equipment Photographic	
Slings, Handling equipment	A Publicity Slides	
Slipping hazards	P Equipment Handling	Slings
Slips, Waterways	S Accidents Hazards	Slipping
Slogans, Publicity	L Waterways Slips	
Slot machine concessions (see also)	A Publicity Slogans	
Slot machine concessions (see)	P Concessions & consumer svcs Recreational	
Smog pollution (in atmosphere)	P Concessions & consumer svcs Vending machines	
Smoke detectors, Instruments	E Pollution Air	Smog
Smoke pollution	P Equipment Instruments	Smoke detectors
Smokers choice program	E Pollution Air	Smoke
Smokestacks, Appurtenances	I Personnel Health	Programs Smokers choice
Smoking vehicle regulations, Traffic	P Appurtenances Smokestacks	
Snack bars, Space units	TR Traffic Regulations	Smoking vehicles
Snow emergencies	P Space units Snack Bars	
Snow fences, Appurtenances	S Emergencies Snow	
Snow lights (see)	P Appurtenances Fences	Snow
Snow removal equipment	P Equipment Lights	Approach
Snow removal, Maintenance	P Equipment Snow removal	
Snow tires, Automotive accessories	P Maintenance Snow removal	
	P Equipment Automotive	Accessories Tires Snow

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Sidewalk elevators, Appurtenances	P Appurtenances Elevators	Sidewalk
Sidewalks moving, Groundways	P Groundway Sidewalks	Moving
Sidewalks, Groundways	P Groundways Sidewalks	
Sieve machines (see)	P Equipment Machine	Sifting
Sifting machines, Equipment	P Equipment Machines	Sifting
Sight mirrors, Protective equipment	P Equipment Protective	Sight mirrors
Sight poles, Surveying equipment	P Equipment Surveying	Sight poles
Sign bridges, Structures	P Structures Sign bridges	
Sign crews	P Equipment Signs	Crews
Sign description	P Equipment Signs	Description
Sign faces (see)	P Construction Materials	Sheeting
Sign making machines, Equipment	P Equipment Machines	Sign making
Sign posts, Appurtenances	P Appurtenances Posts	Sign
Sign trucks, Automotive equipment	P Equipment Automotive	Trucks Tower
Sign workshops, Space units	P Space units Shops	Sign
Signal light, Equipment	P Equipment Lights	Signal
Signals, Communicating equipment	P Equipment Communicating	Signals
Signature cards, Accounts	F Accounts Signatures	Cards
Signatures, Accounts	F Accounts Signatures	
Signatures, Authorizations	A Authorizations Signatures	
Signs, Equipment	P Equipment Signs	
Silica sand	P Construction Materials	Silica sand
Sills, Appurtenances	P Appurtenances Sills	
Siltation, Earthwork	P Earthwork Siltation	
Siltation, Waterways	L Waterways Siltation	
Silver chests, Protective equipment	P Equipment Protective	Silver chests
Simultaneous translators, Communicating equipment	P Equipment Communicating	Translators simultaneous
Sinking fund, Securities	F Securities Sinking fund	
Sinks, Plumbing equipment	P Equipment Plumbing	Sinks
Sirens, (except equipment) (see)	S Emergencies Alarms	
Sites, Planning	A Planning Sites	
Sites, Tenant relocation	P Tenants Relocation	Sites
Size restriction regulations, Traffic	TR Traffic Regulations	Size Restrictions
Size, Toll non revenue passes	F Tolls Passes	Non revenue Size
Sizes, Carriers (see)	TR Carriers Characteristics	Dimension

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Shoe shine, Space units	P Space units Shoe shine	
Shoes, Photographic	P Equipment Photographic	Shoes
Shoes, Protective equipment	P Equipment Protective	Shoes
Shooting bars, Emblematic equipment	P Equipment Emblems	Shooting bars
Shooting incidents, Protection	S Protection Shooting incidents	
Shop drawings, Documents (see)	A Documents Drawings	Vendor
Shop drawings, Planning	A Planning Drawings	
Shopping centers	P Space units Shopping ctrs	
Shops, Space units	P Space units Shops	
Shops, Space units (see also)	P Space units Stores	
Shoring, Shipment handling	TR Shipment Handling	Shoring
Short form complaints, Employees (ex specific cases) (see)	I Personnel Discipline	
Short haul carriers	TR Carriers Short haul	
Short takeoff and landing aircraft	TR Carriers Aircraft	STOL
Short term Leaves, Military service	I Personnel Military service	Leaves Short term
Short term leaves of absence (ex military)	I Time Leaves	Short term
Shortages & overages, Accounts	F Accounts Overages & shortages	
Shortages & overages, Concessions & consumer svces	P Concessions & Consumer Svces Fees	Overages & shortages
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Shovel loaders (see)	P Equipment Automotive	Tractors
Shovels, Maintenance equipment	P Equipment Maintenance	Shovels
Shovels, Snow removal equipment	P Equipment Snow removal	Shovels
Show windows, Appurtenances	P Appurtenances Windows	Show
Showcases (see)	P Equipment Furniture & furnishings	Display case
Shower rooms (see)	P Space units Lavatories	
Showers, Plumbing equipment	P Equipment Plumbing	Showers
Showings, Publicity	A Publicity Showings	
Shredders, Machine	P Equipment Machines	Shredders
Shredding programs, Sanitation	S Sanitation Programs	Shredding
Shrubs, Landscaping equipment	P Equipment Landscaping	Shrubs
Sick leave bank, Salaries	I Salaries Special compensation	Sick leave bank
Sick leave incentive compensation	I Personnel Motivation	Awards Incentive compensation Sick l
Sick leave incentive compensation (see also)	I Personnel Programs	Incentive compensation

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Shipment investigations (see)	TR Shipments Complaints	
Shipment labeling	TR Shipments Packaging	Labeling
Shipment licenses	TR Shipments Licenses	
Shipment manifests	TR Shipments Manifests	
Shipment marking	TR Shipments Marking	
Shipment movement advices	TR Shipments Movement (Advices)	Advices
Shipment movements	TR Shipments Movement	
Shipment origin & destination (see)	TR Shipments Rates	Point to point designation
Shipment packaging	TR Shipments Packaging	
Shipment packing	TR Shipments Packing	
Shipment palletizing	TR Shipments Palletizing	
Shipment port charges	TR Shipments Port charges	
Shipment processing mixing	TR Shipments Processing Mixing	
Shipment processing mixing fees	TR Shipments Processing Mixing	Fees
Shipment program for electronic tapes	TR Shipments Program for electronic tapes	
Shipment rate adjustments	TR Shipments Rates	Adjustments
Shipment rates	TR Shipments Rates	
Shipment reconsignments	TR Shipments Reconsignments	
Shipment regulations	TR Shipments Regulations	
Shipment reports (by title)	TR Shipments Reports	
Shipment routing diversions	TR Shipments Routing diversions	
Shipment solicitation	TR Shipments Solicitation	
Shipment solicitation assistance to shippers	TR Shipments Solicitation	Assistance to shippers
Shipment solicitation calls	TR Shipments Solicitation	Calls
Shipment solicitation leads	TR Shipments Solicitation	Leads
Shipment statistics	TR Shipments Statistics	
Shipment statistics handling	TR Shipments Statistics	Handling
Shipment stockpiling	TR Shipments Stockpiling	
Shipment storage	TR Shipments Storage	
Shipment tonnage statistics	TR Shipments Statistics	Tonnage
Shipment tracers	TR Shipments Tracers	
Shipping devices, Equipment	P Equipment Shipping devices	
Ships, Carriers (see)	TR Carriers Vessels	
Shipyards, Space units	P Space units Shipyards	
[illegible]	[illegible] Shoaling	

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READING LINE	CLASSIFICATION 1	LINE 2
Shearing machines, Equipment	P Equipment Machines	Shearing
Sheaths, Plumb bobs (see)	P Equipment Surveying	Plumb bobs
Sheds, Structures	P Structures Sheds	
Sheeting, Construction materials	P Construction Materials	Sheeting
Shelters, Fallout	P Structures Shelters	Fallout
Shelters, Structures	P Structures Shelters	
Shelving, Furniture & furnishings	P Equipment Furniture & furnishings	Shelving
Shelving, Maintenance	P Equipment Maintenance	Shelving
Shield, Emblematic equipment	P Equipment Emblems Shields	
Shields, Automobile (see)	P Equipment Emblems	Shields
Shields, Construction elements	P Construction Elements	Shields
Shift differential (see also)	I Salaries Premium payments	Shift differential
Shift differential compensation	I Salaries Special compensation	Shift differential
Shifts, Time	I Time Shifts	
Shingles, Construction materials	P Construction Materials	Shingles
Ship passengers	TR Passengers Vessels	
Shipment bills of lading	TR Shipments Bills of lading	
Shipment certification	TR Shipments Certification	
Shipment claims	TR Shipments Claims	
Shipment classifications	TR Shipments Classifications	
Shipment clerking & checking	TR Shipments Clerking & checking	
Shipment complaints (by name of employment)	TR Shipments Complaints	
Shipment condition	TR Shipments Condition	
Shipment delays	TR Shipments Delays	
Shipment deliveries	TR Shipments Deliveries	
Shipment demurrage	TR Shipments Demurrage	
Shipment exports	TR Shipments Exports	
Shipment forwarders	TR Shipments Forwarders	
Shipment forwarders (see also)	TR Customs Brokers	
Shipment free time	TR Shipments Free time	
Shipment fumigation (see)	TR Shipments Fumigated	
Shipment handling	TR Shipments Handling	
Shipment handling clearance	TR Shipments Handling	Clearance
Shipment handling permits	TR Shipments Handling	Permits
Shipment imports	TR Shipments Imports	

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READING LINE	CLASSIFICATION 1	LINE 2
Service credit, Annual employees (see)	I Personnel Tenure of office resolution	
Service credit, Retirement insurance	F Insurance Retirement	Service credit
Service delivery areas, Space units	P Space units Service	Delivery
Service disruption, Emergencies	S Emergencies Service disruption	
Service fees	A Service Fees	
Service inspections	A Service Inspections	
Service pits	P Space units Service	Pits
Service purchases	A Service Purchases	
Service rates	A Service Rates	
Service reports	A Service Reports	
Service reports, Employees (see)	I Personnel Employee types	Personnel appraisal report
Service requirements	A Service Requirements	
Service requisitions	A Service Requisitions	
Service roads	P Groundways Roads	Service
Service specifications	A Service Specifications	
Service stations	P Structures Service stations	
Service stations (see also)	P Concessions & Consumer svcs	Service stations
Service studies/surveys	A Service Studies/Surveys	
Services	A Services	
Servicing allowances, Equipment	P Equipment Servicing	Allowances
Servicing fees, Carriers	TR Carriers Servicing	Fees
Servicing permits, Carriers	TR Carriers Servicing	Permits
Servicing rates, Carriers	TR Carriers Servicing	Rates
Servicing, Appurtenances	P Appurtenances Servicing	
Servicing, Carriers	TR Carriers Servicing	
Servicing, Equipment	P Equipment Servicing	
Servicing, Systems	P Systems Servicing	
Settees, Furniture & furnishings	P Equipment Furniture & furnishings	Settees
Settlement, Earthwork stabilization (see)	P Earthwork Stabilization	
Severance allowance (Involuntary)	I Personnel Programs	Severance allowance (Involuntary)
Severance allowance (Voluntary)	I Personnel Programs	Severance Allowance (Voluntary)
Sewage, Severage systems	P Systems Severage	Sewage
Sewer cleaning machines, Equipment	P Equipment Machines	Sewer cleaning
Severage systems	P Systems Severage	
[illegible]	P Equipment Signs	Advertising

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READING LINE	CLASSIFICATION 1	LINE 2
Sculpture, Furniture & furnishings	P Equipment Furniture & furnishings	Sculpture
Sealing compounds (see also)	P Equipment Maintenance	Caulking
Sealing compounds, Maintenance equipment	P Equipment Maintenance	Sealing
Sealing machines, Office	P Equipment Office machines	Sealing
Seals (see)	P Equipment Maintenance	Caulking
Seals, Machines equipment	P Equipment Machines	Seals
Seals, Office supplies	P Equipment Office supplies	Seals
Seaplanes, Aircraft equipment	P Equipment Aircraft	Seaplanes
Seaplanes, Carriers	TR Carriers Aircraft	Seaplanes
Seats, Furniture & furnishings	P Equipment Furniture & furnishings	Seats
Securities (PA issue)	F Securities	
Security clearances (see)	S Protection Clearances	
Security exchanges	F Securities Exchanges	
Security interest	F Securities Interest	
Security regulations	S Protection Regulations	
Security rent deposits	P Tenants Rents	Deposits
Security sinking fund	F Securities Sinking fund	
Security vouchers	F Securities Vouchers	
Security vouchers transmittals	F Securities Vouchers	Transmittals
Sedans, Automotive equipment	P Equipment Automotive	Sedans
Seeds, Landscaping equipment	P Equipment Landscraping	Seeds
Seepage, Fuel	P Energy/Fuel Seepage	
Segregation, Passengers	TR Passengers Handling	Segregation
Seismographs, Instruments	P Equipment Instruments	Seismographs
Self feeding, Traffic relief	TR Traffic Relief	Self feeding
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Semiannual reports	A Reports Periodic	Semiannual
Semimonthly reports	A Reports Periodic	Biweekly
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Service A vacation buyback	I Personnel Programs	Svcs A vacation Buyback
Service arrangements	A Service Arrangements	
Service awards, Personnel motivation	I Personnel Motivation	Awards Service
Service awards, Personnel programs	I Personnel Programs	Service Awards
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Scaffolds, Maintenance equipment	P Equipment Maintenance	Scaffolds
Scale pits, Space units	P Space units Scale pits	
Scales, Machine equipment	P Equipment Machines	Scales
Scales, Salaries	I Salaries Scales	
Schedule Boards (see)	P Equipment Furniture & furnishings	Bulletin boards
Scheduled carriers	TR Carriers Scheduled	
Schedules, Planning	A Planning Schedules	
Schedules, Salaries (see)	I Salaries Scales	
Schedules, Time (see)	I Time Shifts	
Schedules, Vacation time	I Time Vacations	Schedules
Scheduling, Carriers	TR Carriers Scheduling	
Scheduling, Maintenance	P Maintenance Scheduling	
School programs, Promotion	A Promotion Programs	School
Schools, Structures	P Structures Schools	
Scissors, Office supplies	P Equipment Office supplies	Scissors
Scoops, Snow removal equipment	P Equipment Snow removal	Scoops
Scooter trucks (see)	P Equipment Automotive	Scooters
Scooters, Automotive equipment	P Equipment Automotive	Scooters
Scotch tape, Office supplies	P Equipment Office supplies	Scotch tape
Scott air pak apparatus	P Equipment Protective	Breathing apparatus
Scramsludge premium	P Equipment Maintenance	Soluents
Scrapers, Automotive equipment	P Equipment Automotive	Scrapers
Scrapers, Snow removal equipment	P Equipment Snow removal	Scrapers
Scratch pads, Office supplies	P Equipment Office supplies	Scratch pads
Screenings, Publicity (see)	A Publicity Showings	
Screens (as office dividers) (see)	P Equipment Furniture & furnishings	Habitat
Screens, Furniture & furnishings	P Equipment Furniture & furnishings	Screens
Screens, Photographic equipment	P Equipment Photographic	Screens
Screens, Protective equipment	P Equipment Protective	Screens
Screws, Hardware	P Equipment Hardware	Screws
Scrip tickets, Toll	F Tolls Tickets	Scrip
Scripts, Publicity	A Publicity Scripts	
Scrolls, Sundries	P Equipment Sundries	Scrolls
		Scrubbing

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Sales, Toll	F Tolls Sales	
Salt hoppers, Handling equipment	P Equipment Handling	Hoppers Salt
Salvage, Carriers	TR Carriers Salvage	
Samplers, Test equipment	P Equipment Test	Samplers
Sampling equipment (see)	P Equipment Test	Samplers
Sand (for sprinkling), Maintenance equipment	P Equipment Maintenance	Sand
Sand control fences, Appurtenances	P Appurtenances Fences	Sand
Sand control, Earthwork	P Earthwork Sand control	
Sand urns, Furniture & furnishings	P Equimemt Furniture & furnishings	Sand urns
Sand, Construction materials	P Construction Materials	Sand
Sandbags, Emergency equipment	P Equipment Emergency	Sandbags
Sanding, Maintenance	P Maintenance Sanding	
Sanding, Maintenance equipment	P Equipment Maintenance	Sanding
Sandstone, Construction Materials	P Construction Materials	Sandstone
Sanitary pads, Maintenance equipment	P Equipment Maintenance	Sanitary Pads
Sanitary sewers, Sewerage systems	P Systems Sewerage	Sanitary Sewers
Sanitary supplies (see)	P Equipment Maintenance	
Sanitation	S Sanitation	
Sanitation cleaning	S Sanitation Cleaning	
Sanitation food handling	S Sanitation Food handling	
Sanitation fumigation	S Sanitation Fumigation	
Sanitation inspections	S Sanitation Inspections	
Sanitation programs	S Sanitation Programs	
Sanitation programs for disposal	S Sanitation Programs	Disposal
Sanitation programs for dumping	S Sanitation Programs	Dumping
Sanitation programs for incineration	S Sanitation Programs	Incineration
Sanitation programs for preservation	S Sanitation Programs	Preservation
Sanitation programs for recycling	S Sanitation Programs	Recycling
Sanitation programs for shredding	S Sanitation Programs	Shredding
Sanitation programs for treatment	S Sanitation Programs	Treatment
Sanitizing, Carriers	TR Carriers Servicing	Sanitizing
Sankey foot protectors (see)	P Equipment Protective	Shoe guards
Santermerse solution, Maintenance equipment	P Equipment Maintenance	Santermerse
Sashes (Windows), Appurtenances	P Appurtenances Windows	Sashes

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Safety programs (see also)	S Accidents Prevent Programs	
Safety regulations (over all)	A Regulations Safety	
Safety shoes, Protective equipment	P Equipment Protective	Shoes
Safety signs	P Equipment Signs	Safety
Safety statistics (see)	S Accidents Statistics	
Safety suggestions (see)	I Personnel Suggestions	
Salaries	I Salaries	
Salaries (see)	I Salaries (by pay plan)	
Salaries payments	I Salaries Payments	
Salary adjustments	I Salaries Adjustments	
Salary deductions	I Salaries Deductions	
Salary differential	I Salaries Premium payments	Shift differential
Salary differential (see also)	I Salaries Special Compensation	Shift differential
Salary garnishment	I Salaries Garnishment	
Salary increases	I Salaries Increases	Merit Sal Adj (by pay plan)
Salary increases	I Salaries Increases (Merit Salary Adjustment)	
Salary increases service B	I Salaries Increases	Sal recomm on Svce B
Salary increases withheld	I Salaries Increases	Withheld
Salary overpayments	I Salary Payment	Overpayments
Salary premium payments	I Salaries Premium payments	
Salary scales	I Salaries Scales	
Salary schedules (see)	I Salaries Scales	
Salary special compensation	I Salaries Special compensation	
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Sales booths, Appurtenances	P Appurtenances Booths	Sales
Sales, Appurtenances	P Appurtenances Sales	
Sales, Carriers	TR Carriers Sales	
Sales, Construction	P Construction Sales	
Sales, Equipment	P Equipment Sales	
Sales, Fuel	P Energy Sales	
Sales, Income	F Income Sales	
Sales, Real estate	P Real estate Sales	
Sales, Real estate (see also)	P Real estate Grant/Sell	
Sales, Structures	P Structures Sales	

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Rubber removal program,. Surfaces	P Groundways Surfaces	Deposits
Rubber sleeves, Protective equipment	P Equipment Protective	Rubber sleeves
Rubber stamps stands, Office supplies	P Equipment Office supplies	Rubber stamp stands
Rubber stamps, Office supplies	P Equipment Office supplies	Rubber stamps
Rubber surfaces, Groundways	P Groundways Surfaces	Rubber
Rubber terminals	P Structure Terminals	Rubber
Rugs, Furniture & furnishings	P Equipment Furniture & furnishings	Rugs
Rulers, Office supplies	P Equipment Office supplies	Rulers
Runaway friction meters (see)	P Equipment Machines	Wheel skid resisters
Runups, Handling commercial aircraft	TR Carriers Aircraft	Handling Commer Takeoffs runups
Runway lights	P Equipment Lights	Approach
Runways, Groundways	P Groundways Runways	
SPI's (see)	A Issuances Departmental instructions	SPI
STOL aircraft Carriers	TR Carriers Aircraft	STOL
Sabotage, Protection	S Protection Sabotage	
Saddles, Door (see)	P Appurtenances Sills	
Safe combinations, Authorizations	A Authorizations Safe combinations	
Safe deposit box combinations (see)	A Authorizations Safe Combinations	
Safes, Furniture & furnishings	P Equipment Furniture & furnishings	Safes
Safety awards, Public relations	A Public relations Awards	Safety
Safety belts, Protective equipment	P Equipment Protective	Safety belts
Safety committee, Organization	A Organization Committees	Safety
Safety contests, Accident prevention program	S Accidents Prevention program	Contests
Safety coordinators dinners, Employee programs	A Services Employee programs	Dinners Safety coord
Safety glasses, Protective equipment	P Equipment Protective	Safety glasses
Safety hazards (see)	S Accidents Hazards	
Safety hoops (see)	P Appurtenances Stairways	Guards
Safety inspections	S Safety Inspections	
Safety inspections (see also)	S Accidents Prevention program	Inspections
Safety knives, Souvenirs (see)	A Publicity Souvenirs	Safety knives
Safety lectures (see)	S Accidents Prevention program	Lectures
Safety nets (see also)	S Accidents Prevention programs	
Safety nets, Protective equipment	P Equipment Protective	Safety nets
Safety programs	S Safety Programs	

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Roll a talk (see)	P Equipment Communicating	Prompters
Roll calls, Police	S Protection Police	Roll calls
Roll on roll off (see)	TR Carriers Vessels	Trailership
Rollers, Automotive equipment	P Equipment Automotive	Rollers
Rolling wing deck, Handling equipment	P Equipment Handling	Rolling wing deck
Rolls, Tenant rents	P Tenants Rents	Rolls
Roof parking areas, Space units	P Space units Parking	Roof
Roofing, Maintenance	P Maintenance Roofing	
Roofs, Appurtenances	P Appurtenances Roofs	
Rooms (see)	P Space units	
Ropes, Equipment attachments	P Equipment Attachments	Ropes
Ropes, Suspender cables (see)	P Construction Elements	Cables
Rotameters, Instruments	P Equipment Instruments	Rotameters
Rotary broom & brush (see)	P Equipment Automotive	Sweepers
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Rotary indexes, Office supplies	P Equipment Office supplies	Rotary indexes
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Route discontinuation, Carriers	TR Carriers Routes	Discontinued
Route exclusive lanes, Carriers	TR Carriers Routes	Exclusive lanes
Route extension, Carriers	TR Carriers Routes	Extensions
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Route test runs, Carriers	TR Carriers Routes	Test runs
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Routine maintenance work orders	P Maintenance Work orders	Routine
Routine work orders	P Maintenance Work orders	Routine
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Routing, Passengers	TR Passengers Routing	
Routing, Shipments	TR Shipments Routing	
Routing, Traffic	TR Traffic Routing	
Routing, Travel	TR Travel Routing	
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Rubber blankets, Protective equipment	P Equipment Protective	Rubber blankets
	P Equipment Maintenance	Rubber cement

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Revenue by cost centers	F Accounts Receivable	Revenue by cost ctrs
Revenue by management cost center	F Accounts Receivable	Revenue by mgmt cost ctr
Revenue by source	F Accounts Receivable	Revenue by source
Revenue insurance	F Insurance Revenue	
Revenue ledgers	F Income Revenue ledgers	
Revenue margin comparative detail finance statements	F Finance Statements	Revenue margin Comparative details
Revenue margin finance statements	F Finance Statements	Revenue margin
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Revenue passengers	TR Passengers Revenue	
Revenue performance reports, Finance	F Finance Reports	Performance Revenue
Revenue reevaluation, Economics (see)	F Economics Reevaluation	
Revenue registers	F Accounts Receivable	Revenue registers
Revenues, Concession & consumer services	P Concessions & consumer svcs Revenues	
Revenues, Space units	P Space units Revenues	
Revenues, Tenant rents	P Tenants Rents	Revenues
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Revisions, Tariffs	F Tariffs Revisions	
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Revolvers (see)	P Equipment Police	Firearms
Revolving doors, Appurtenances	P Appurtenances Doors	Revolving
Revolving fund accounts	F Accounts Revolving funds	
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Riot emergencies	S Emergencies Riot	
Rivers, Waterways	L Waterways Rivers	
Road blocks, Traffic control	TR Traffic Control Road blocks	
Road brooms (see)	P Equipment Automotive	Sweepers
Road forms	P Construction Forms	Road
Road magnets, Automotive equipment	P Equipment Automotive	Road magnets
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Roads, Groundways (ex access roads)	P Groundways Roads	
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Retirement insurance benefits death (see also)	I Personnel Benefits	
Retirement insurance benefits, Disability	F Insurance Retirement Benefits	Disability
Retirement insurance benefits, Disability (see also)	I Personnel Programs	Insurance Retirement
Retirement insurance benefits, Disability (see also)	I Personnel Benefits	
Retirement insurance contributions	F Insurance Retirement	Contributions
Retirement insurance contributions (see also)	I Personnel Programs	Insurance Retirement
Retirement insurance contributions (see also)	I Salaries Deductions	Retirement NYS Emp Ret Syst Contact Rpts
Retirement insurance contributions deficiencies	F Insurance Retirement	Contributions Deficiencies
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Retirement insurance contributions, PA	F Insurance Retirement	Contributions PA
Retirement insurance contributions, PA (see also)	I Personnel Programs	Insurance Retirement
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Retirement insurance loans (see also)	F Insurance Retirement	Loans
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Retirement insurance membership transfer	F Insurance Retirement	Membership transfer
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Retirement insurance military service (see also)	I Personnel Programs	Insurance Retirement
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Retirement insurance registration	F Insurance Retirement	Registration
Retirement insurance registration (see also)	I Personnel Programs	Insurance Retirement
Retirement insurance service credit	F Insurance Retirement	Service credit
Retirement insurance service credit (see also)	I Personnel Programs	Insurance Retirement
Retirement insurance suspensions	F Insurance Retirement	Suspensions
Retirement insurance system, NYS employees (see also)	I Personnel Programs	Insurance Retirement
Retirement insurance system, NYS employees (see)	I Insurance Retirement	
Retirement insurance terminations	F Insurance Retirement	Terminations
Retirement insurance terminations withdrawals	F Insurance Retirement	Terminations Withdrawals
Retirement loans, Salary deductions	I Salaries Deductions	Retirement Loans
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Resident engineers report	A Documents Contracts	Res eng & contractors narrative Rp
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Resources, Accounts	F Accounts Resources	
Respirators (see)	P Equipment Protective	Breathing apparatus
Respiratory disease (see)	I Personnel Health	Programs chronic respiratory disea:
Response Conservation & Liability Act	E Pollution Response Conservation & Liab Act	
Responsibility, Departmental	A Organization Departments	Structure Missions
Responsibility, Insurance	F Insurance Responsibility	
Responsibility, Maintenance	P Maintenance Responsiblity	
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Restaurant, Equipment	P Equipment Restaurant	
Restaurant, Equipment (see also)	P Equipment Kitchen	
Restaurant, Food handling sanitation	S Sanitation Food handling	Restaurant
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Restricted usage, Groundways (see)	P Groundways Usage	Preferential
Restricted usage, Space units	P Structures Usage	Restricted
Restricted usage, Structures	P Structures Usage	Restricted
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Retirement equipment	P Equipment Retirement	
Retirement insurance	F Insurance Retirement	
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Retirement insurance benefits	F Insurance Retirement	Benefits
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Reports, Tenants relocation	P Tenants Relocation	Reports
Reports, Termination	I Personnel Termination	Reports
Reports, Time	I Time Reports	
Reports, Traffic	TR Traffic Reports	
Reports, Traffic motor statistics	TR Traffic Motor	Statistics Reports
Reports, Traffic surveys	TR Traffic Surveys	Reports
Reports, Traffic violations summons	TR Traffic Regulations	Violations Summons Rpts
Reports, Universal summons	S Protection Reports	Universal summons
Reports, Unusual happenings	A Reports Unusual happenings	
Reports, Violation of health code	S Protection Reports	Violation of health code
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Reproduction privileges, Publicity	A Publicity (by name)	Reproduction privileges
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Requests passes, Tolls	F Tolls Passes	Annual Requests
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Requirements, Fuel	P Energy Requirements	
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Requirements, Space	P Space Requirements	
Requirements, Space units	P Space units Requirements	
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Requisitions, Services	A Services Requisitions	
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Rescue equipment (see)	S Emergencies Rescue	
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Reports police, Time	I Time Reports	Police
Reports rating, Time	I Time Reports	Ratings
Reports state aid, Finance	F Finance State aid	Reports
Reports temporary employees, Time	I Time Reports	Temporary employees
Reports trip, Equipment	P Equipment Trip reports	
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Reports, Carriers survey	TR Carriers Reports	
Reports, Concession & or consumer svcs feasiblity studies	P Concessions & consumer svcs	Studies/surveys feas Rpts
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Reports, Consultants	A Documents Consultants	Reports
Reports, Costs	F Costs Reports	Reports
Reports, Documents	A Documents Reports	
Reports, Economics	F Economics Reports	
Reports, Emergencies	S Emergencies Reports	
Reports, Finance	F Finance Reports	
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Reports, Medical	I Personnel Health	License & name check
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Reports, Personnel transfers	I Personnel Transfers	Personnel appraisal rpts
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Reports, Port Authority annual	A Report PA	Census survey Rpts
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Repairs, Systems	P Systems Repairs	
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Replacements, Appurtenances	P Appurtenances Replacements	
Replacements, Equipment	P Equipment Replacements	
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Report distribution lists	A Reports Distributions	List
Report distributions	A Reports Distributions	
Report facility operating, Finance	F Finance Reports	Facility operating
Reporting services	A Services Reporting	
Reports absence control, Personnel programs	I Personnel Programs	Absence control
Reports absence control, Time	I Time Reports	Absence control
Reports absence, Health	I Personnel Health	Reports Absence
Reports absence, Time	I Time Absence	Reports
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Reports compensatory, Time	I Time Compensatory	Reports
Reports corporate surveys, Carriers handling	TR Carriers Aircraft	Handling Corp Surveys Rpts
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Reports criminal, Protection	S Protection Report	Criminal
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Reports departmental	A Organization Departments (by name)	
Reports discounts	F Accounts Discounts	Rpts Monthly
Reports employee service	I Personnel Employee types	Svcs rpts
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Reports executive directors weekly	A Reports Executive directors weekly	
Reports expenses	F Accounts Expense	Reports
Reports explosion, Accidents	S Accidents Reports	Explosion
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Relocation, Groundways	P Groundways Relocation	
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Relocation, Structures	P Structures Relocation	
Relocation, Systems	P Systems Relocation	
Relocation, Tenants	P Tenants Relocation	
Relocation, Utilities	P Utilities Relocation	
Removal, Appurtenances	P Appurtenances Removal	
Removal, Structures	P Structure Removal	
Removal, Unclassified professional & managerial staff	I Personnel Tenure of office	Removal of UP&MS
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Renewals, Documents	A Documents Renewals	
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Rent collection, Tenants	P Tenants Rents	Collection
Rent collection, Tenants	P Tenants Rents	Collection
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Rent rates, Tenants	P Tenants Rents	Rates
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Rentals, Equipment	P Equipment Rentals	
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Regulations, Municipal (overall)	A Regulations Municipal	
Regulations, Non Port Authority	A Regulations Non PA	
Regulations, Non Port Authority (see also)	A Organization Name file	
Regulations, Operating (overall)	A Regulations Operating	
Regulations, Port Authority (overall)	A Regulations Port Authority	
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Regulations, Systems	P Systems Regulations	
Regulations, Tenants	P Tenants Regulations	
Regulations, Tenants (see also)	A Regulations Tenants (overall)	
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Rehabilitation, Construction	P Construction Rehabilitation	
Rehabilitation, Earthwork	P Earthwork Rehabilitation	
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Rehabilitation, Groundways	P Groundways Rehabilitation	
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Rehabilitation, Planning	A Planning Rehabilitation	
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Rehabilitation, Structures	P Structures Rehabilitation	
Rehabilitation, Systems	P Systems Rehabilitation	
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Reflectors, Light equipment	P Equipment Lights	Reflectors
Reflectoscopes, Ultrasonic test equipment (see)	P Equipment Test	Metal reflectoscopes
Refreshment stands, Structures	P Structures Refreshment stands	
Refreshments, Travel (see)	TR Travel Food	
Refrigerated cabinets, Restaurant equipment	P Equipment Restaurant	Refrigerated cabinets
Refrigerating systems	P Systems Refrigerating	
Refrigerators, Kitchen equipment	P Equipment Kitchen	Refrigerators
Refueling units, Maintenance equipment	P Equipment Maintenance	Refueling units
Refueling, Space units	P Space units Refueling	
Refunds (Tuition), Personnel programs	I Personnel Programs	Education refunds
Refunds (Tuition), Personnel training (see)	I Personnel Training	Tuition
Refunds, Carriers fares	TR Carriers Fares	Refunds
Refunds, Concession & consumer services	P Concessions & consumer svcs	Refunds
Refunds, Customs duties	TR Customs Duties	Refunds
Refunds, Taxes	F Taxes Refunds	
Refunds, Tolls	F Tolls Refunds	
Refunds, Travel reservations	TR Travel Reservations	Refunds
Refuse (see)	S Sanitation Waste	
Regional economics	F Economics Regional	
Regional planning	A Planning Regional	
Register keys, Identification equipment	P Equipment Identification	Register keys
Register, Public relations visitors	A Public relations Visitors	Registers
Registrations, Equipment	P Equipment registrations	
Regular day off, Time	I Time Regular day off	
Regulation violations	A Regulations (by name)	Violations
Regulation violations, Structure	P Structures Regulations	Violations
Regulations, Accounts	F Accounts Regulations	
Regulations, Carriers	TR Carriers Regulations	
Regulations, City (over all)	A Regulations Municipal	
Regulations, Code of ethics	I Personnel Code of ethics	
Regulations, Dangerous articles transporting	S Dangerous articles Transporting	Regulations
Regulations, Employee overall	A Regulations Employee	

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READING LINE	CLASSIFICATION 1	LINE 2
Receipts, Tolls	F Tolls Receipts	
Receivable, Accounts	F Accounts Receivable	
Reception rooms, Space units	P Space units Reception rooms	
Receptions, Public relations	A Public relations Receptions	
Recess authorization	A Authorizations Recess	
Reciprocal trade agreements, Economics	F Economics Trade	Reciprocal agreements
Reconciliations, Accounts	F Accounts Reconciliations	
Reconsignment, Shipments	TR Shipments Reconsignment	
Record drawings, Contracts	A Documents Contracts	Drawings Record
Recording machines, Dictating	P Equipment Office machines	Dictating
Recordings, Documents	A Documents Recordings	
Recordings, Publicity	A Documents Recordings	
Records (see)	A Organization Filing	
Records indexing	A Organization Filing	Indexing
Records indexing (see also)	A Services Records indexing	
Records of shipments stored (see)	TR Shipments Storage	Placement records
Records retention committee	A Organization Committees	Records Retention
Records retention manual	A Organization Filing	Records retention manual
Records retention, Filing	A Organization Filing	Records retention
Records transfer, Documents	A Documents Records transfer	
Recoveries, Accounts	F Accounts Recoveries	
Recoveries, Accounts	F Accounts Recoveries	
Recoveries, Accounts payable	F Accounts Payable	Recoveries
Recreation rooms, Space units	P Space units Recreation rooms	
Recreational concessions & consumer services	P Concessions & consumer svcs	Recreational
Recreational services (see also)	I Personnel Programs	Employee activities
Recruitment, Jobs	I Jobs Recruitment	
Rectifiers, Electrical equipment	P Equipment Electrical	Rectifiers
Recycling plant systems	P Systems Recycling plant	
Recycling programs, Sanitation	S Sanitation Programs	Recycling
Redcap service	A Services Redcaps	
Redcap uniforms	P Equipment Uniforms	Redcaps
Reduction in force program	I Personnel Programs	Reduction in force (RIF)
Reduction in force, Tenure in office resolution	I Personnel Tenure of office	
	F Tolls Rates	Reduction

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READING LINE	CLASSIFICATION 1	LINE 2
Real estate assessed valuations	P Real estate Valuations	Assessed Property acquired
Real estate closing papers (see also)	P Real estate Sales	Closing statement
Real estate closing papers (see also)	P Real estate Closing statement	
Real estate closing papers (see)	P Real estate Acquire	(Closing papers)
Real estate condemnation	P Real estate Acquire	Condemnation
Real estate condemnation (see also)	P Real estate Condemnation	
Real estate consents (see also)	A Documents Permits	
Real estate consents (see)	P Real estate Acquire	(Consents)
Real estate costs	F Costs Real estate	
Real estate damamged parcels (see)	P Real estate acquire	Condemnation
Real estate deeds (see also)	P Real estate Sales	Deeds
Real estate deeds (see also)	P Real estate Proof of ownership papers	Deeds
Real estate deeds of easements (see also)	P Real estate Deeds of Easements	
Real estate deeds to PA	P Real estate Deed to PA	
Real estate easements (see also)	P Real estate Easements	
Real estate easements (see)	P Real estate Acquire	Easements
Real estate inquiries	P Real estate Inquiries	
Real estate leases (see also)	A Documents Leases	
Real estate leases (see)	P Real estate Acquire	Leases
Real estate licenses, Employees	I Personnel Licenses	Real estate
Real estate mortages (see)	P Real estate Proof of ownership papers	
Real estate mortgages (see)	P Real estate Condemnation	Claims
Real estate notice of liens (see also)	P Real estate Condemnation	Notice of liens
Real estate notice of liens (see)	P Real estate Notice of liens	
Real estate proof of ownership	P Real estate Proof of ownership	
Real estate sales	P Real estate Grant/Sell	
Real estate sales (see also)	P Real estate Sales	
Real estate surveys (see)	P Real estate Acquire	(Surveys)
Real estate surveys (see also)	P Real estate Surveys	Property acquired
Real estate taxes	F Taxes Real estate	
Real estate titles (see also)	P Real estate Title Policy	
Real estate titles (see)	P Real estate Acquire	(Titles)
Real estate, Zoning (see)	P Zoning Land	
Receipt racks, Toll equipment	P Equipment Toll	Receipt racks
Receipts, Tenant rents (See also)	P Tenants Rents	Revenues

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READING LINE	CLASSIFICATION 1	LINE 2
Rates, Carriers servicing	TR Carriers Servicing	Rates
Rates, Concessions & consumer services	P Concessions &/or Consumer Svces	Rates
Rates, Construction inspections	P Construction Inspections	Rates
Rates, Equipment usage	P Equipment Usage	Rates
Rates, Groundways	P Groundways Rates	
Rates, Insurance	F Insurance Rates	
Rates, Services	A Services Rates	
Rates, Shipments	TR Shipments Rates	
Rates, Space	P Space Rates	
Rates, Space units	P Space units Rates	
Rates, Structures	P Structures Rates	
Rates, Systems	P Systems Rates	
Rates, Tenant rents	P Tenants Rents	Rates
Rates, Tolls classifications	F Tolls Rates	Classifications
Rates, Tolls classifications complaints	F Tolls Rates	Classification Complaints
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Rates, Tolls reductions	F Tolls Rates	Reductions
Rates, Tolls surcharges	F Tolls Rates	Surcharges
Rates, Travel	TR Travel Rates	
Rates, Utilities	P Utilities Rates	
Ratification, Equipment	P Equipment Ratification	
Ratings, Contractors & consultants	A Contractors & consultants Ratings	
Ratings, Finance	F Finance Ratings	
Ratings, Prospective tenants	P Tenants Prospective Ratings	
Ratings, Time reports	I Time Reports Ratings	
Rationing, Equipment	P Equipment Rationing	
Reading rooms, Space units	P Space units Reading rooms	
Real air rights	P Real estate Rights air	
Real estate	P Real estate	
Real estate Licenses (see)	P Real estate Acquire	(Consents)
Real estate acquire	P Real estate Acquire	
Real estate acquisition	P Real estate Acquire	
Real estate acquisition (see also)	P Real estate Acquisition	
Real estate affidavit of fee title	P Real estate Affidavit of fee title	
	P Real estate Acquire	(Closing Papers)

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READING LINE	CLASSIFICATION 1	LINE 2
Radio transmitter, Structures	P Structures Transmitters	Radio
Radio, Publicity	A Publicity Radio	
Radioactive materials, Dangerous articles	S Dangerous articles Radioactive materials	
Radiograms, Communications	A Communications Radiograms	
Rafts, Marine equipment	P Equipment Marine	Rafts
Rags, Maintenance equipment	P Equipment Maintenance	Rags
Rail coaches	TR Carriers Rail	
Rail mail	TR Mail Rail	
Rail passengers	TR Passengers Rail	
Rail shipments	TR Shipments Rail	
Rail tariffs	TR Carriers Rails	Tariffs
Rail tariffs (see also)	F Tariffs	
Rail travel	TR Travel Rail	
Rail/bus rapid transit carriers	TR Carriers Rapid	Rail/bus
Railings, Appurtenances (see)	P Appurtenances Hand rails	
Railroad equipment	P Equipment Railroad	
Rails, Carriers	TR Carriers Rails	
Rails, Construction materials	P Construction Materials	Rails
Rails, Railroad equipment	P Equipment Railroad	Rails
Raincoats	P Equipment Uniforms	Waterproof
Raising equipment (see)	P Equipment Handling	
Ramp parking areas, Space units (see)	P Space units Parking areas	Apron
Ramphouses, Structures	P Structures Ramphouses	
Ramphouses, Tenant assignments	P Tenants Assignments	Ramphouses
Ramps, Appurtenances	P Appurtenances Ramps	
Ramps, Groundways	P Groundways Ramps	
Ramps, Handling equipment	P Equipment Handling	Ramps
Range lights (see)	P Equipment Lights	Approach
Rape, Protection	S Protection Rape	
Rapid transit carriers	TR Carriers Rapid	
Rate adjustments, Shipments	TR Shipments Rates	Adjustments
Rate schedules, Transporation (see)	F Tariffs (by title)	
Rates requests, Carriers	TR Carriers Rates	Requests
Rates, Appurtenances	P Appurtenances Rates	
Rates, Baggage handling	TR Baggage Handling	Rates

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READING LINE	CLASSIFICATION 1	LINE 2
Purple K fire extinguishers (see)	P Equipment Emergency	Fire exting dry chemicals
Push botton keys (see)	P Equipment Identification	Keys
Pyrometers, Instruments	P Equipment Instruments	Pyrometers
Qualifying tests, Job	I Jobs Tests	Qualifying
Quarantine, Carriers	TR Carriers Quarantine	
Quarterly reports	A Report Quarterly	
Quarzite, Construction materials	P Construction Materials	Quarzite
Questionnaire, Passenger surveys	TR Passengers Surveys	Questionnaire
Questionnaires, Carriers surveys	TR Carriers Surveys	Questionnaire
Questionnaires, Tenant relocation	P Tenants Relocation	Questionnaires
Quick changers	P Equipment Machines	Coin changers
Quonset huts, Structures	P Structures Quonset huts	
Quotations, Documents bids	A Documents Bids	Quotations
Quotations, Equipment purchases	P Equipment Purchases	Quotations
R&I programs, Maintenance	P Maintenance Programs	R&I
Race tracks, Space units	P Space units Race tracks	
Rack trucks, Automotive equipment	P Equipment Automotive	Trucks Rack
Racks, Appurtenances	P Appurtenances Racks	
Racks, Furniture & furnishings	P Equipment Furniture & furnishings	Racks
Racks, Sorting (see)	P Equipment Office supplies	Sorters
Radar	TR Navigation Radar	
Radar instruments	P Equipment Instruments	Radar
Radar speed meters, Instruments	P Equipment Instruments	Speed meters Radar
Radar towers, Structures	P Structures Towers	Radar
Radar traffic control	TR Traffic Control	Radar
Radiant heating systems	P Systems Heating	Radiant
Radiation hazards, Accidents	S Accident Hazards	Radization
Radiators, Plumbing equipment	P Equipment Plumbing	Radiators
Radio communicating equipment	P Equipment Communicating	Radio
Radio communication systems	P Systems Communicating	Radio
Radio controlled handling equipment (see)	P Equipment Handling	Electronic
Radio log, Police protection	S Protection Police	Radio Log
Radio operations, Employee licenses	I Personnel Licenses	Radio operators
Radio service workshops, Space units	P Space units Shops	Radio service
	I Personnel Licenses	Radio telephone operators

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Publicity broadcasts	A Publicity Broadcasts	
Publicity broadcasts scripts	A Publicty Broadcasts	Scripts
Publicity broadcasts scripts controversial	A Publicity Broadcasts	Scripts Controversial
Publicity copyrights	A Publicity Copyrights	
Publicity development (see)	A Publicity (by kind)	
Publicity distribution (see)	A Publicity (by kind)	
Publicity distribution lists (see)	A Publicity (by kind)	
Publicity film originals	A Publicity Film	Originals
Publicity reproduction privileges	A Publicty Reproduction privileges	
Publicity showings	A Publicity Showings	
Publicity slides presentation	A Publicity Slides	Presentation
Publicity, Advertising purchases	A Publicity Advertising	Purchases
Pumping station, Fire protection system	P Systems Fire protection	Pumping station
Pumping stations, Structures	P Structures Pumping stations	
Pumps, Drainage systems	P Systems Drainage	Pumps
Pumps, Fire (see)	P Equipment Emergency	Fire pumps
Pumps, Machine equipment	P Equipment Machines	Pumps
Pumps, Sewerage systems	P Systems Sewerage	Pumps
Punch card machines, Office	P Equipment Office machines	Punch card
Punch cards, Office supplies	P Equipment Office supplies	Punch cards
Purchase quotations, Equipment	P Equipment Purchases	Quotations
Purchase, Fuel (see)	P Energy Purchases	
Purchases, Advertising	A Publicity Advertising	Purchases
Purchases, Advertising for contracts (see)	A Documents Contracts	
Purchases, Advertising for employment	I Jobs Recruitment	
Purchases, Appurtenances	P Appurtenances Purchases	
Purchases, Construction	P Construction Purchases	
Purchases, Equipment	P Equipment Purchases	
Purchases, Finance	P Finance Purchases	
Purchases, Insurance	P Insurance Policies	Premiums Purchases
Purchases, Insurance renewals	P Insurance Policies	Premiums Purchases Renewals
Purchases, Publications non PA (see)	A Publication Non PA	Acquisitions
Purchases, Services	A Services Purchases	
Purchases, Structures	P Structures Purchases	
Purchases, Systems	P Systems Purchases	

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READING LINE	CLASSIFICATION 1	LINE 2
Protection studies/surveys	S Protection Studies/surveys	
Protection watchmen services	S Protection Watchmen svcs	
Protection, Emergency garage log	S Protection Emergency garage log	
Protection, New York City teletype alarms	S Protection NYC teletype alarms	
Protective coatings	P Construction Finishes	Preservatives
Protective equipment	P Equipment Protective	
Protractors, Surveying equipment	P Equipment Surveying	Protractors
Provisional employees	I Personnel Employees types	Provisional
Provisioning, Carriers	TR Carriers Servicing	Provisioning
Public address equipment	P Equipment Communicating	Public address
Public address systems	A Legal Legislation	Hearings
Public hearing, Legal (see)	A Legal Hearings	
Public hearings, Legislation	A Legal Legislation	Hearings
Public notices, Advertising	A Publicity Advertising	Public notices
Public regulations	A Regulations Public	
Public relations	A Public relations	
Public relations arrangements	A Public relations	Arrangements
Public relations complaints	A Public relations	Complaints
Public telephone service	A Services Telephone	Public
Publications PA acquisition	A Publications PA	Acquisition
Publications PA acquisition (see also)	A Publications PA	Development
Publications PA authorization (see)	A Publications PA	Development
Publications PA authorizations	A Publications PA	Authorizations
Publications PA development	A Publications PA	Development
Publications PA distribution	A Publications PA	Distribution
Publications PA printing	A Publications PA	Printing
Publications PA published document	A Publications PA	Published document
Publications Port Authority (PA)	A Publications PA Acquisitions	
Publications non Port Authority	A Publications Non PA	
Publications outside (see)	A Publications Non PA	
Publicity	A Publicity (by kind)	
Publicity acquisitions	A Publicity Acquisitions	
Publicity acquisitions (see also)	A Publicity (by kind)	
Publicity arrangements	A Publicity Arrangements	

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Promotion programs	A Promotion Programs	
Promotion programs arrangements	A Promotion Programs	Arrangements
Promotion programs assignments	A Promotion Programs	Assignments
Promotion programs commendations	A Promotion Programs	Commendations
Promotion programs payments	A Promotion Programs	Payments (by kind)
Promotion programs reports	A Promotion Programs	Reports
Promotion tests	I Jobs Tests	Promotion
Prompters, Communicating equipment	P Equipment Communicating	Prompters
Propane damage accidents (see)	S Accident Property damage	
Propane gas tanks equipment (see)	P Equipment Tanks	Propane
Propane tanks, Equipment	P Equipment Tanks	Propane
Property damage insurance	F Insurance Property damage	
Property damage, Accidents	S Accidents Property damage	
Property taxes	F Taxes Property	
Property taxes (see also)	F Taxes Real estate	
Proposals, Planning	A Planning Proposals	
Proposed printed forms	P Equipment Forms	Proposed
Proposed structures	P Structures Proposed	
Proprietary fire alarm system	P Systems Fire protection	Alarms Proprietary
Prospective contractors & consultants	A Contractors & consultants	Prospective
Prospective purchasers, Structures	P Structures Sales	Prospective purchases
Prospective tenant accommodations	P Tenants Prospective	Accommodations
Prospective tenant auxiliary services	P Tenants Prospective	Auxiliary services
Prospective tenant brokers	P Tenants Prospective	Brokers
Prospective tenant ratings	P Tenants Prospective	Ratings
Prospective tenant solicitations	P Tenants Prospective	Solicitations
Prospective tenant unidentified facility	P Tenants Prospective	Unident facility (by name of applic
Prospective tenants	P Tenants Prospective	
Protection	S Protection Police	
Protection passes	S Protection Passes	
Protection police	S Protection Police	
Protection programs	S Protection Programs	
Protection regulations	S Protection Regulations	
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Protection security clearance (see)	S Protection Clearance	

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Programs, Appurtenances	P Appurtenances Programs	
Programs, Construction	P Construction Programs	
Programs, Earthwork	P Earthwork Programs	
Programs, Emergencies	S Emergencies Programs	
Programs, Equipment	P Equipment Programs	
Programs, Fuel	P Energy/Fuel Programs	
Programs, Groundways	P Groundways Programs	
Programs, Health	I Personnel Health	Programs
Programs, Legal legislation	A Legal Legislation	Programs
Programs, Maintenance	P Maintenance Programs	
Programs, Medical (see)	I Personnel Health Programs	
Programs, Nuisance control	E Nuisances Programs	
Programs, Personnel	I Personnel Programs	Orientation (by kind)
Programs, Planning	A Planning Programs	
Programs, Pollution	E Pollution Programs	
Programs, Promotion	A Promotion Programs	(by kind)
Programs, Protection	S Protection Programs	
Programs, Safety	S Safety Programs	
Programs, Safety (see also)	S Accidents Prevention programs	
Programs, Sanitation programs	S Sanitation Programs (by kind)	
Programs, Shipments (for electronic tapes)	TR Shipments Program for electronic tapes	
Programs, Space units	P Space units Programs	
Programs, Structures	P Structures Programs	
Programs, Supervision observation	A Supervision observation program	
Programs, Utilities	P Utilities Programs	
Project areas	P Project areas	
Project control costs	F Costs Project control	
Project employees	I Personnel Employee types	Project
Projection rooms, Space units	P Space units Projection rooms	
Projection service	A Services Projection	
Projectors, Photographic	P Equipment Photographic	Projectors
Projects, Account classifications	F Accounts Classifications	Projects
Projects, Planning	A Planning Projects	
	[illegible] Observation decks	

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Preservatives, Construction finishes	P Construction Finishes	Preservatives
Press clippings	A Publicity Press	Clippings
Press conferences	A Publicity Press	Conferences
Press machines, Equipment	P Equipment Machines	Presses
Press passes, Protection	S Protection Passes	Press
Press publicity	A Publicity Press	
Press rooms, Space units	P Space units Press rooms	
Pressure cells, Test equipment	P Equipment Test	Pressure cells
Pressure systems	P Systems Pressure	
Prestone (see)	P Equipment Maintenance	Anti freeze
Prevention programs, Accidents	S Accident Prevention Programs	
Preventive maintenance programs, Equipment	P Equipment Programs	Preventive maintenance
Preventive medicine	I Personnel Health	Programs
Prices, Economics	F Economics Prices	
Primers, Construction finishes	P Construction Finishes	Primers
Printed forms	P Equipment Forms	
Printing presses, Office machines	P Equipment Office machines	Printing presses
Printing, Documents	A Documents Printing	
Priorities, Appurtenances	P Appurtenances Priorities	
Priorities, Construction	P Construction Priorities	
Priorities, Equipment	P Equipment Priorities	
Priorities, Fuel	P Energy Priorities	
Priorities, Structures	P Structures Priorities	
Priorities, Systems	P Systems Priorities	
Private carriers	TR Carriers Private	
Privilege, Tenants permits	P Tenants Permits	Privilege
Probationary employees	I Personnel Employee types	Probationary
Problem areas, Employee (see)	I Personnel Discipline	
Processing fees, Shipments	TR Shipments Processing	Fees
Processing passengers (see)	TR Passengers Handling	Clearance
Processing rates, Shipments	TR Shipments Port charges	Processing rates
Processing shipments	TR Shipments Processing	
Processing, Carriers handling	TR Carriers Handling	Processing
Profile measuring devices (see)	P Equipment Surveying	
Programs, Accident prevention	S Accidents Prevention programs	

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Port service club luncheons, Employee (see)	A Services Special events	Employee programs Luncheons
Porter service	A Services Porter	
Ports non PA, Planning surveys	A Planning Surveys	Ports non PA
Ports of entry, Customs (see)	TR Customs Points of entry	
Position review, Departments	A Organization Departments (by name)	Position review
Position review, Jobs	I Jobs Authorizations	Position review (by org unit)
Post allowances overseas, Salary adjustments	I Salaries Adjustments	Post allowances overseas
Post allowances, Salary adjustment	I Salaries Adjustments	Post allowances
Post offices, Space units	P Space units Post offices	
Post offices, Structures	P Structures Post offices	
Postage machines, Offices	P Equipment Office machines	Postage
Postal service	A Services Postal	
Postal stamps, Commemorative souvenirs	A Publicity Souvenirs	Postal stamps
Postcards, Office stationery	P Equipment Office stationery	Postcards
Posters, Accident prevention programs	S Accidents Prevention programs	Posters
Posters, Publicity	A Publicity Posters	
Posts, Appurtenances	P Appurtenances Posts	
Potable water distribution system	P Systems Water	Potable
Potential passengers	TR Passengers Potential	
Potential traffic	TR Traffic Potential	
Potentiometers, Instruments	P Equipment Instruments	Potentiometers
Poundage statistics, Mail	TR Mail Handling	Statistics Poundage
Power feeders, Electric (see)	P Equipment Electrical	Cables
Power pipe machines, Equipment	P Equipment Machines	Power pipe
Power plants (see)	P Systems Electrical	
Power trucks, Automotive equipment	P Equipment Automotive	Trucks Power
Powers of attorney	A Corporate Instruments	Powers of attorney
Pre retirement exams, Employee	I Personnel Programs	Health
Precautions, Employee health	I Personnel Health	Medical care
Prefabricated structures	P Structures Prefabricated	
Preferential usage, Groundways	P Groundways Usage	Preferential
Premiums, Insurance	F Insurance Premiums	
Preparation of budgets, Finance	F Finance Budgets	Preparation
	F Finance Budgets (by kinds)	Presentation

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Political activities, Employee	I Personnel Political activities	
Pollution	E Pollution	
Pollution programs	E Pollution Programs	
Ponding, Earthwork stabilization (see)	P Earthwork Stabilization	
Pool, Automotive equipment	P Equipment Automotive	Pool
Pools, Space units	P Space units Pools	
Pools, Travel	TR Travel Pools	
Population, Census survey	F Economics Surveys	Population census Survey
Population, Economics	F Economics Population	
Pore pressure gauge	P Equipment Instruments	Pore pressure gauges
Port Authority Associates (see)	I Labor Employee associations (by name)	
Port Authority Instructions (PAI'S)	A Issuances PAI'S	
Port Authority Trans Hudson Corporation (see)	A Corporate Subidiaries	
Port Authority bus programs (see)	A Documents Leases	PA bus program
Port Authority contributions retirement system	F Insurance Retirement	Contributions PA
Port Authority emergency programs	S Emergencies Programs	Port Authority
Port Authority employee programs	I Personnel Programs (by name)	
Port Authority group health insurance program, Employee	I Personnel Programs	Insurance PA group health
Port Authority health regulation	I Personnel Health	Regulations PA
Port Authority proposals, Planning	A Planning Proposals	PA
Port Authority records (see)	A Organization Filing	
Port Authority records indexing (see also)	A Services records indexing	
Port Authority records indexing (see)	A Organization Filing	Indexing
Port Authority records retention manual	A Organization Filing	Records retention manual
Port Authority records review	I Personnel Programs	PA records review
Port Authority regulations (overall)	A Regulations PA	(over all)
Port Authority service credit (employee)	I Employment Inquiries	PA service credit
Port Authority training (see also)	I Personnel Programs	Training PA
Port Authority training, Employee	I Personnel Training	PA
Port Authority trial boards	I Personnel Discipline	Trial boards PA
Port Authority vehicle toll passes	F Tolls Passes	PA vehicles
Port charges, Shipments	TR Shipments Port charges	
Port district maps (see)	P Equipment Maps	
Port line communications, Employee programs	I Personnel Programs	Communications Port line system

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Point to point designation rates, Shipments	TR Shipments Rates	Point to point designation
Poison spillage emergencies (see)	S Emergencies Spillage	Toxic
Poisons, Dangerous articles	S Dangerous articles Poisons	
Poles, Appurtenances	P Appurtenances Poles	
Police alarms	S Protection Police	Alarms
Police alerts	S Protection Police	Alerts
Police assignments, Employees	I Personnel Assignments	
Police benevolent association (see)	I Labor Employee associations (by name)	
Police blotter referrals, Accidents	S Accidents Police blotter referrals	
Police blotter referrals, Protection	S Protection Police	Blotters Referrals
Police blotters, Office supplies	P Equipment Office supplies	Police blotters
Police blotters, Protection	S Protection Police	Blotters
Police booths, Appurtenances	P Appurtenances Booths	Police
Police bulletins	S Protection Police	Bulletins
Police central police message desk register	S Protection Police	Central police message desk register
Police contact cards	S Protection Police	Contact cards
Police coverage	S Protection Police	Coverage
Police directives (to all commanding officers)	S Protection Police	Directives To All C Off
Police directives to all members of the force	S Protection Police	Directives to all M of F
Police equipment (except uniforms)	P Equipment Police	
Police graduations, Employee programs	A Services Special events	Employee prog Graduation
Police inspections	S Protection Police	Inspections
Police meetings	S Protection Police	Meetings
Police notices, Protection	S Protection Police	Notices
Police officer retirement insurance	F Insurance Retirement	
Police passes, Protection	S Protection Passes	Police
Police promotions, Employee programs	A Services special events	Employee prog Graduation
Police radio log	S Protection Police	Radio Log
Police register output earnings (see)	F Accounts Payroll registers	
Police regulations	S Protection Regulations	
Police roll calls	S Protection Police	Roll calls
Police time reports	I Time Reports	Police
Police uniforms	P Equipment Police	Uniforms

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Planning staff assignment	A Planning Staff	Assignments
Planning staff authorizations	A Planning Staff	Authorizations
Planning staff meetings	A Planning Staff	Meetings
Planning studies	A Planning Studies/Surveys	
Planning surveys ports non PA	A Planning Surveys	Ports non PA
Planning titles	A Planning Nomenclature	Titles
Planning urban renewal	A Planning Urban renewal	
Plants (growing), Landscaping equipment	P Equipment Landscaping	Plants
Plants, Artificial landscaping equipment	P Equipment Landscaping	Plants Artificial
Plaques, Emblematic equipment	P Equipment Emblems	Plaques
Plastering, Maintenance	P Maintenance Plastering	
Plastics, Construction materials	P Construction Materials	Plastic
Plate embossers, Toll equipment (see)	P Equipment Toll	Plate Embossers
Plate glass insurance	F Insurance Plate glass	
Plate loading test equipment	P Equipment Test	Plate loading
Plate loading tests (see)	P Earthwork Soil tests	
Platform assignments, Tenants	P Tenants Assignments	Platforms
Platform handling, Shipments	TR Shipments Handling	Platform
Platform trucks (see)	P Equipment Handling	
Platforms, Appurtenances	P Appurtenances Platforms	
Platforms, Maintenance equipment	P Equipment Maintenance	Platforms
Platforms, Speakers (see)	P Appurtenances Speakers stands	
Playgrounds, Space units	P Space units Playgrounds	
Plazas, Approaches	P Approaches Plazas	
Plexiglass (see)	P Construction Materials	Plastics
Pliofilm, Sundries	P Equipment Sundries	Pliofilm
Plot plans, Emergencies (see)	S Emergencies Programs	
Plows, Snow removal equipment	P Equipment Snow removal	Plows
Plug valves, Plumbing equipment	P Equipment Plumbing	Valves Plug
Plumb bobs, Surveying equipment	P Equipment Surveying	Plumb bobs
Plumbers furnaces (see)	P Equipment Plumbing	Melting furnaces
Plumbing equipment	P Equipment Plumbing	
Pneophore apparatus (see)	P Equipment Protective	Breathing apparatus
Pneumatic bags (see)	P Equipment Handling	Lifting bags

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Pipes, Plumbing equipment	P Equipment Plumbing	Pipes
Pistol qualification awards	I Personnel Motivation	Awards Pistol qualif
Pistol ranges, Space units	P Space units Pistol ranges	
Pistols (see)	P Equipment Police	Firearms
Placarding, Transporting dangeorus articles	S Dangerous articles Transporting	Placarding
Placement records, Shipments storage	TR Shipments Storage	Placement records
Plan review programs, Planning	A Planning Programs	Plan review
Planes, Carpenters tools	P Equipment Tools	Planes
Planimeters, Instruments	P Equipment Instruments	Planimeters
Planning	A Planning	
Planning areas usage	A Planning Area usage	
Planning capacity	A Planning Capacity	
Planning committees	A Planning Committees	
Planning consultants	A Planning Consultants	
Planning definitions	A Planning Nomenclature	Definitions
Planning design	A Planning Design	
Planning drawings (schemes, sketches, tracings)	A Planning Drawings	
Planning expansion	A Planning Expansion	
Planning finance	A Planning Finance	
Planning layouts	A Planning Layouts	
Planning layouts (see also)	A Organization Department	Structure
Planning marketing	A Planning Marketing	
Planning master plan	A Planning Master plan	
Planning nomenclature	A Planning Nonmenclature	
Planning objectives	A Planning Objectives	
Planning operations	A Planning Operations	
Planning programs	A Planning Programs	
Planning projects	A Planning Projects	
Planning proposals	A Planning Proposals	
Planning regional	A Planning Regional	
Planning reports	A Planning Reports	
Planning reports final	A Planning Reports	Final
Planning reports preliminary	A Planning Reports	Preliminary
Planning research	A Planning Research	
	A Planning Schedules	

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Pest repelling	S Pests Repelling	
Pest studies	S Pests Studies	
Pests	S Pests	
Petty cash accounts	F Accounts Petty cash	
Photographers, Concessions & consumer services	P Concessions & consumer services	Photographers
Photographic equipment	P Equipment Photographic	
Photographic identification equipment	P Equipment Identification	Photographic
Photographic laboratories space	P Space units Laboratories	Photographic
Photographic services	A Services Photographic	
Photographs identification, Personal	P Equipment Identification	Photographs
Photographs, Publicity	A Publicity Photographs	
Photographs, Space units	P Space units Photographs	
Photographs, Structures	P Structures Photographs	
Photostat machines, Office	P Equipment Office machines	Photostat
Photostat paper, Office supplies	P Equipment Office supplies	Photostat
Photostat reproduction service	A Services Reproduction	Photostat
Physically handicapped employees	I Personnel Employee types	Physically handicapped
Pick up & delivery rates, Shipments	TR Shipments Rates	Pick up & delivery
Pick up & delivery, Carriers	TR Carriers Pick up & delivery	
Pick up & delivery, Charges shipments	TR Shipments Port charges	Pick up delivery
Picketing, Labor	I Labor Picketing	
Pictures, Furniture & furnishings (see also)	A Publicity Paintings	PA art program
Pictures, Furniture & furnishings (see)	P Equipment Furniture & furnishings	
Piers, Structures	P Structures Piers	
Piezometers, Instruments	P Equipment Instruments	Piezometers
Pigeon hole parking (see)	P Structures Garages	Automatic parking
Piggyback rail carriers	TR Carriers Rails	Piggyback
Pilasters (see)	P Construction Elements	Columns
Piletests, Earthwork loads	P Earthwork Loads	Pile tests
Piling, Construction materials	P Construction Materials	Piling
Piloting, Carriers	TR Carriers Handling	Piloting
Pilots, Employee licenses	I Personnel Licenses	Pilots
Pins, Emblematic equipment	P Equipment Emblems	Pins
Pipeline relocation, Carriers	TR Carriers Pipeline	Relocation
Pipeline systems (except common)	P Systems Pipelines	

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Personnel health regulations (see also)	I Personnel Programs	Health
Personnel health reports	I Personnel Health	Reports
Personnel health services	I Personnel Health	Services
Personnel health services complaints	I Personnel Health	Services Complaints
Personnel health services consultants	I Personnel Health	Services Consultants
Personnel health services consultants (see also)	A Documents Agreements	Consultants
Personnel health services cooperation	I Personnel Health	Services Cooperation
Personnel health services cooperation (see also)	A Public relations Cooperation	
Personnel health studies	I Personnel Health	Studies
Personnel health studies (see also)	I Personnel Programs	Health
Personnel military service	I Personnel Military svce	
Personnel motivation	I Personnel Motivation	
Personnel motivation awards	I Personnel Motivation	Awards
Personnel motivation commendations	I Personnel Motfvation	Commendations
Personnel outside employment	I Personnel Outside employment	
Personnel performance appraisals	I Personnel Performance appraisals	
Personnel political activities	I Personnel Political activities	
Personnel programs	I Personnel Programs	
Personnel requirements	I Personnel Requirements	
Personnel resignations	I Personnel Resignations	
Personnel retirements	I Personnel Retirements	
Personnel seniority	I Personnel Seniority	
Personnel studies	I Personnel Studies	
Personnel suggestions	I Personnel Suggestions	
Personnel tenure of office resolution	I Personnel Tenure of office resolution	
Personnel terminations	I Personnel Terminations	
Personnel training	I Personnel Training	Training
Personnel training (see also)	I Personnel Programs	
Personnel tranfers	I Personnel Transfers	
Personnel transporter, Automotive equipment	P Equipment Automotive	Trucks Pick up
Pest area inspections	S Pests Area inspections	
Pest area tests	S Pests Tests	
Pest complaints	S Pests Complaints	

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Permits, Toll	F Tolls Permits	
Permits, Toll emergency passage	F Tolls Passes	Permits Emergency passage
Permits, Toll nonrevenue passage	F Tolls Passes	Permits Nonrevenue passage
Permits, Transporting dangerous articles	S Dangerous articles Transporting	Permits
Permits, Utilities	P Utilities Permits	
Personal injury accidents	S Accidents Personal injury	
Personal property taxes	F Taxes Personal Property	
Personal services	P Concessions & consumer svcs Personal svcs	
Personal taxes	F Taxes Personal	
Personal toll passes, Employee	F Tolls Passes	Employee Personal
Personnel	I Personnel	
Personnel assignments	I Personnel Assignments	
Personnel benefits	I Personnel Benefits	
Personnel benefits (see also)	F Insurance Fringe Benefits	
Personnel benefits (see also)	I Personnel Programs	Insurance
Personnel benefits (see also)	F Insurance Retirement	Benefits
Personnel carrier, Automotive equipment (see)	P Equipment Automotive	Trucks Panel
Personnel classifications	I Personnel Classifications	
Personnel code of ethics	I Personnel Code of ethics	
Personnel discipline	I Personnel Discipline	
Personnel discipline (see also)	I Personnel Tenure of office	
Personnel employee allowance	I Personnel expense allowance	
Personnel employee in service	I Personnel Employee in svc statement	
Personnel employee records	I Personnel Employee records	
Personnel employee types	I Personnel Employee types	
Personnel freedom of information requests	A Organization Filing	Freedom of info Requests
Personnel health	I Personnel Health	
Personnel health annual medical schedule	I Personnel Health	Annual
Personnel health check ups	I Personnel Health	Medical care Checkups
Personnel health medical care	I Personnel Health	Medical care
Personnel health medical histories	I Personnel Health	Medical Histories
Personnel health medical restrictions	I Personnel Health	Medical restrictions
Personnel health precautions	I Personnel Health	Medical care Precautions
Personnel health programs	I Personnel Health	Programs

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Pen & pencil sets, Sundries	P Equipment Sundries	Pen & pencil sets
Pencil sharpeners, Office supplies	P Equipment Office supplies	Pencil sharpeners
Pencils, Office supplies	P Equipment Office supplies	Pencils
Pennants, Equipment (see)	P Equipment Emblems	Flags
Pens, Office supplies	P Equipment Office supplies	Pens
Penthouses, Appurtenances	P Appurtenances Penthouses	
Per diem employees (see)	I Personnel Employee types	Temporary
Perfect attendance reports	I Time Reports	Perfect attendance
Perforation, Toll	F Tolls Perforation	
Perforators, Office supplies	P Equipment Office supplies	Perforators
Performance appraisals, Employee	I Personnel Performance appraisals	
Performance bonds, Documents	A Documents Performance bonds	
Performance ratings, Prospective cont & consultants	A Contractors & Consultants	Prospective ratings
Performance records, Toll collectors	F Tolls Collectors records	Performance
Performance reports, Finance	F Finance Reports	Performance
Performance, Carriers	TR Carriers Characteristics	Performance
Periodic medical examination, Employee	I Personnel Health	Medical care
Permanent monitoring system	P Systems Monitoring	Sounds Permanent
Permits applications, Groundways	P Groundways Permits	Applications
Permits, Carrier servicing	TR Carriers Servicing	Permits
Permits, Construction	P Construction Permits	
Permits, Construction (see also)	A Documents Permits/Consents	
Permits, Corporate	A Corporate Instruments	Permits
Permits, Employee (see)	I Personnel Licenses (by kind)	
Permits, Equipment	P Equipment Permits	
Permits, Groundway	P Groundways Permits	
Permits, Maintenance	P Maintenance Permits	
Permits, Maintenance welding	P Maintenance Welding	Permits
Permits, Shipment handling	TR Shipments Handling	Permits
Permits, Space	P Space Permits & consents	
Permits, Space (see also)	A Documents Permits	
Permits, Space unit alterations	P Space units Alterations	Permits
Permits, Structure alterations	P Structures Alterations	Permits
Permits, Systems	P Systems Permits	

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Passes requests	S Protection Passes	Requests
Passes visitors	S Protection Passes	Visitors
Passes workmen	S Protection Passes	Workmen
Passes, Police protection	S Protection Passes	Police
Passes, Toll	F Tolls Passes	
Patents, Construction	P Construction Patents	
Patents, Equipment	P Equipment Patents	
Path	A Corporate Subsidiaries	PA Trans Hudson Corp
Patron service observation programs	A Supervision Observation programs	Patron services
Patron services	A Services Patron	
Patterns, Carriers avigation	TR Carriers Avigation	Patterns
Patterns, Traffic	TR Traffic Patterns	
Pavement, Groundway (see)	P Groundways Surfaces	
Paving blocks, Construction materials	P Construction Materials	Paving blocks
Paving bricks (see)	P Construction Materials	Paving blocks
Paving, Maintenance	P Maintenance Paving	
Paving, Test equipment	P Equipment Tests	Paving
Paving, Tools	P Equipment Tools	Paving
Payable, Accounts	F Accounts Payable	
Payment balances, Economics	F Economics Payments	Balance of
Payments cash, Compensatory time	I Time Compensatory	Cash payments
Payments non cashs, Compensatory time	I Time Compensatory	Non cash payment
Payments, Customs employees	TR Customs Employees	Payments
Payments, Documents	A Documents Payments	
Payments, In lieu of taxes	F Taxes Payments	
Payments, Salary	I Salaries Payment	
Payments, Tax	F Taxes Payments	
Payroll account notices	F Accounts Payroll	Notices
Payroll accounts	F Accounts Payroll	
Payroll checks	F Accounts Payroll	Checks
Payroll notices, Salaries	I Salaries Payroll	Notices
Payroll notices, Temporary employee	F Accounts Payroll	Notices Temporary employee
Payroll salaries	I Salaries Payroll	
Peak days, Traffic	TR Traffic Peak days	
	P Equipment Landscaping	Peat moss

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Pass issue, Protection	S Protection Passes	Issue
Pass requests, Protection	S Protection Passes	Requests
Passageways (see)	P Space units Hallways	
Passenger carrier, Automotive equipment (see)	P Equipment Automotive	Trucks Pick up
Passenger cars, Automotive equipment	P Equipment Automotive	Passenger
Passenger clearance	TR Passengers Handling	Clearance
Passenger elevators, Appurtenances	P Appurtenances Elevators	Passenger
Passenger handling	TR Passengers Handling	
Passenger mileage intervals	TR Passengers Studies	Origin & destination Mileage intervals
Passenger origin & destination	TR Passengers Studies	Origin & destination
Passenger platforms, Appurtenances	P Appurtenances Platforms	Passenger
Passenger potential	TR Passenger Potential	
Passenger processing (see)	TR Passenger Handling	Clearance
Passenger routing	TR Passengers Routing	
Passenger segregation	TR Passengers Handling	Segregation
Passenger statistics	TR Passengers Statistics	
Passenger studies	TR Passengers Studies/surveys	
Passenger surveys	TR Passenger Surveys	
Passes annual, Tolls	F Tolls Passes	Annual
Passes business, Tolls	F Tolls Passes	Business
Passes cancellations, Protection	S Protection Passes	Cancellation
Passes concessions, Protection	S Protection Passes	Concessions
Passes customs, Protection	S Protection Passes	Customs
Passes emergency passage, Tolls	F Tolls Passes	Emergency Passage
Passes employee, Tolls	F Tolls Passes	Employee
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Passes issue, Protection	S Protection Passes	Issue
Passes lists, Protection	S Protection Passes	Lists
Passes non revenue size, Tolls	F Tolls Passes	Non revenue Size
Passes non revenue, Tolls	S Protection Passes	Non revenue
Passes parking, Protection	S Protection Passes	Parking
Passes permits, Protection	S Protection Passes	Permits
Passes permits, Tolls	F Tolls Passes	Permits
Passes port security	S Protection Passes	Port Security
	S Protection Passes	Press

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Panel boards (see)	P Equipment Furniture & furnishings	Bulletin boards
Panel trucks, Automotive equipment	P Equipment Automotive	Trucks Panel
Panels, Constuction materials	P Construction Materials	Panels
Paper clips, Office supplies	P Equipment Office supplies	Paper clips
Paper cups, Office supplies	P Equipment Office supplies	Paper cups
Paper cutting machines, Office	P Equipment Office machines	Paper cutters
Paper drilling machines, Office	P Equipment Office machines	Paper drills
Paper folding machines, Office	P Equipment Office machines	Paper folders
Paper shredder machines, Equipment	P Equipment Machines	Paper shredders
Paper towels	P Equipment Maintenance	Towels
Paper, Publicity (see)	A Publicity Addresses	
Paperweights, Office supplies	P Equipment Office supplies	Paperweights
Paperweights, Souvenirs	A Publicity Souvenirs	Paperweights
Para park method (see)	P Space units Parking	Para park
Parades, Publicity	A Publicity Parades	
Parapets, Appurtenances	P Appurtenances Parapets	
Parcel delivery trucks, Automotive equipment	P Equipment Automotive	Trucks Panel
Parcel post insurance	F Insurance Parcel post	
Parcel post mail	TR Mail Parcel post	
Parking areas, Space units	P Space units Parking	
Parking lot tickets	P Space units Usage	Tickets
Parking meters, Instruments	P Equipment Instruments	Parking meters
Parking passes	S Protection Passes	Parking
Parking register instruments	P Equipments Instruments	Registers Parking
Parking regulations, Traffic	TR Traffic Regulations	Parking
Parking services	A Services Parking	Valet
Parking wands	P Equipment Sundries	Parking Wands
Parks	P Space units Parks	
Partitioning, Construction materials	P Construction Materials	Partitioning
Partitions, Appurtenances	P Appurtenances Partitions	
Parts, Equipment	P Equipment Parts	
Parts, Systems	P Systems Parts	
Party walls, Appurtenances	P Appurtenances Walls	Party
Pass cancellations, Protection	S Protection Passes	Cancellations
[illegible]	S Protection Passes	

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PA art program	P Equipment Furniture & furnishings	PA Art program
PA contributions, Retirement insurance	F Insurance Retirement	Contributions PA
PA planning proposals	A Planning Proposals	PA
PA programs, Emergencies	S Emergencies Programs	PA
PA publications	A Publications PA	
PA regulations	A Regulations PA	
PA surveys, Economics	F Economics Surveys	PA
PA training, Employee	I Personnel Training	PA
PA training, Employee (see also)	I Personnel Programs	Training PA
PA travel services	A Services Travel	PA
PAD (see)	A Services Delivery	
PAI'S	A Issuances Port Authority instructions (PAI'S)	
PCB'S (see)	E Pollution Toxic substance control act (TSCA)	
PMS, Systems	P Systems Monitoring	Sound
PMS, Tapes	P Systems Monitoring	Sound PMS tapes
PONYA players, Theatricals (see)	I Personnel Programs	Employee activities
PSE contracts (see)	A Documents Contracts	Plant Sanitation Engineering (PSE)
Packaging dangerous articles	S Dangerous articles Packaging	
Packaging labeling, Shipments	TR Shipments Packaging	Labeling
Packaging labels, Dangerous articles	S Dangerous articles Packaging	Labels
Packaging, Shipments	TR Shipments Packaging	
Packing containers, Dangerous articles	S Dangerous articles Packaging	Containers
Packing, Shipments	TR Shipments Packing	
Padlocks, Hardware	P Equipment Hardware	Padlocks
Paint brushes, Maintenance equipment	P Equipment Maintenance	Brushes Paint
Paint machine, Equipment	P Equipment Machines	Paint
Paint marking machines	P Equipment Machines	Marking
Paint removers, Maintenance equipment	P Equipment Maintenance	Paint removers
Paint spray booths, Appurtenances	P Appurtenances Booths	Spray
Paint spray rooms	P Space units Spray rooms	
Painting, Maintenance	P Maintenance Painting	
Paintings, Publicity	A Publicity Paintings	
Paints, Construction finishes	P Construction Finishes	Paints
Palletizing, Shipment	TR Shipments Palletizing	
Pallets, Handling equipment	P Equipment Handling	Pallets
	P Equipment Light	Approach

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Outer marker (see)	P Equipment Instruments	Landing Ils
Outlets electrical equipment	P Equipment Electrical	Outlets
Outside audits, Accounts	F Accounts Audits	Outside
Outside employment, Employees	I Personnel Outside employment	
Outside organizations (by name)	A Organization Name file (by name)	
Outside planning proposals	A Planning Proposals	Outside
Outside programs, Emergencies	S Emergencies Programs	Outside
Outside publications	A Publications Non PA	
Outside suggestions	A Public relations Suggestions	
Outside surveys, Economics	F Economics Surveys	Outside
Outside training, Employee	I Personnel Training	Outside
Ovens (see)	P Equipment Kitchen	Cook stoves
Over the road carriers	TR Carriers Over the road	
Overages & shortages, Accounts	F Accounts Overages & shortages	
Overages & shortages, Concessions & consumer svcs fees	P Concessions & consumer svcs Fees	Overages & shortages
Overages & shortages, Toll	F Tolls Overages & shortages	
Overhead doors, Appurtenances	P Appurtenances Doors Overhead	
Overhead, Costs	F Costs Overhead	
Overheight indicators, Instruments	P Equipment Instruments	Overheight indicators
Overheight vehicles (see)	TR Traffic Regulations	Sizes
Overpasses, Groundways	P Groundways Overpasses	
Overpayments, Employee salary	I Salaries Payment	Overpayment
Overseas passengers	TR Passengers Overseas	
Overseas post allowances, Salary adjustments	I Salaries Adjustments	Post allowances Overseas
Overtime special compensation, Salaries	I Salaries Special compensation	Overtime
Overtime, Time	I Time Overtime	
Oxidizing materials, Dangerous articles	S Dangerous articles Oxidizing materials	
Oxygen deficiency indicators, Instruments	P Equipment Instruments	Oxygen deficiency indicators
Oxygen, Maintenance equipment	P Equipment Maintenance	Oxygen
Ozalid machines, Office	P Equipment Office machines	Ozalid
Ozalid paper, Office supplies	P Equipment Office supplies	Ozalid paper
Ozalid services	A Services Ozalid	
P & D. Carriers	TR Carriers Pick up & delivery	

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Operating regulations overall	A Regulations Operating	
Operating statements, Finance	F Finance Statements	Facility operating
Operational planning	A Planning Operational	
Operational reports	A Reports Operational	
Operations & maintenance instructions	A Issuances Operations & Maint Instructions	
Operations & maintenance instructions manuals	A Issuances Operations & maint Instructions	Manuals
Operations & maintenance instructions standards	A Issuances Operations & Maintenance	Instruction Standards
Operations attendants uniforms	P Equipment Uniforms	Operations attendants
Operations offices, Space units	P Space units Offices	Operations
Operations planning	A Planning Operations	
Opinion of bond counsel, Securities	F Securities Bonds	Opinion of Bond Counsel
Opinion of general counsel, Securities	F Securities Bonds	Opinion of General counsel
Opinions of attorney	A Legal Opinions of counsel	Attorneys
Opinions of counsel	A Legal Opinions of council	
Opinions of general counsel	A Legal Opinions of counsel	General counsel
Oral tests, Jobs	I Jobs Tests	Oral
Organization	A Organization	
Organization charts	A Organization Charts	
Organization committees	A Organization Committees	
Organization committees (see also)	A Organization Department	Structure
Organization department (by name)	A Organization Department	
Organization department bulletins	A Organization Department	Structure
Organization department bulletins (see also)	A Issuances Departmental Bulletins	
Organization department meetings (by name)	A Organization Department	Staff meetings
Organization department missions (see)	A Organization Department	Structure
Organization department structure	A Organization Department	Structure
Organization departmental activities reports	A Reports (by kinds)	
Organization files	A Organization Filing	
Organization name files	A Organization Name	File
Orientation programs	I Personnel Programs	Orientation
Origin & destination surveys, Passenger	TR Passengers Surveys	Origin & destination
Origin & destination surveys, Shipments	TR Shipments Surveys	Origin & destination
Origin & destination surveys, Traffic	TR Traffic Surveys	Origin & destination
Oscillations, Construction stresses	P Construction Stresses	Oscillations
Oscillographics, Instruments	P Equipment Instruments	Oscillographs

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Obstructions, Avigation	TR Carriers Avigation	Hazards
Obstructions, Traffic hazards	TR Traffic Hazards	Obstructions
Occupancy inspection, Fire protection system	P Systems Fire protection	Inspection Occupancy
Occupancy permits, Tenants	P Tenants Permits	Occupancy
Occupancy taxes	F Taxes Occupancy	
Occupational Health	I Personnel Health	Programs Occupational Health
Occupational exposure, Employee	I Personnel Health	Programs Occupational Health
Occupational psychiatry	I Personnel Health	Programs Occupational Psychiatry
Occupied space	P Space Occupied	
Oceans, Waterways	L Waterways Oceans	
Octane rating, Gasoline fuel (see)	P Energy Gasoline	Testing
Odor nuisances	E Nuisances Odors	
Off route vehicles, Free passage	F Tolls Free passage	Off route vehicles
Off shore unloading, Shipments handling	TR Shipments Handling	Unloading Off shore
Off street parking areas, Space units	P Space units Parking areas	Off street
Offerings, Space units	P Space units Availability	Offerings
Office buildings, Structures	P Structures Office buildings	
Office equipment	P Equipment Office	
Office machine repair service	A Services Office machine repairs	
Office memoranda issued by executive division	A Issuances office memos issued by execu director	
Office memoranda, Dept structure	A Organization Department (by name)	Structure (For own dept)
Office supplies, Equipment	P Equipment Office supplies	
Offices, Department (by name) (see)	A Organization Departments	
Offices, Space units	P Space units Offices	
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Oil heating systems	P Systems Heating	Oil
Oil separator tanks, Equipment	P Equipment Tanks	Oil separators
Oil, Fuel	P Energy Oil	
One way streets, Traffic relief	TR Traffic Relief	One way streets
One way tolls collecting	F Tolls Collecting	One way
Onionskin paper, Office supplies	P Equipment Office supplies	Onionskin paper
Open area (see)	P Space	
Openings, Groundways	P Groundways Openings	
Operating & maintenance contracts (see)	A Documents Contracts	Maintenance

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Nonscheduled carriers	TR Carriers Nonscheduled	
Nose docks, Appurtenances (see)	P Appurtenances Platforms	Work
Notams, Traffic bulletins (see)	TR Traffic Bulletins	
Notaries public, Employee licenses	I Personnel Licenses	Notaries public
Notary public services	A Services Notary public	
Note books, Office supplies	P Equipment Office supplies	Note books
Note investments	F Finance Investments	Notes
Notes, Securities	F Securities Notes	
Notices, Building tenants	P Tenants Building notices	
Notices, Commissioners board meeting	A Corporate Commissioners	Board Meetings
Notices, Payroll accounts	F Accounts Payroll	Notices
Notices, Police protection	S Protection Police	Notices
Nozzles, Plumbing (except on specific equipment)	P Equipment Plumbing	Nozzles
Nuclear vessels, Carriers	TR Carriers Vessels	Nuclear
Nuisance complaints	E Nuisances Complaints	
Nuisance control programs	E Nuisances Programs	
Nuisances	E Nuisances	
Numbering, Appurtenances	P Appurtenances Marking	Numbering
Numbering, Equipment	P Equipment Marking	Numbering
Numbering, Groundways	P Groundways Marking	Numbering
Numbering, Space units	P Space units Marking	Numbering
Numbering, Structures	P Structures Marking	Numbering
Numbering, Systems	P Systems Marking	Numbering
Nurseries, Space units	P Space units Nurseries	
Nursery service, Babies (see)	P Space units Nurseries	
Nutrition program, Employee	I Personnel Health	Programs Nutrition
Nuts & bolts, Hardware	P Equipment Hardware	Nuts & bolts
O&M costs	F Costs Operating & maintenance	
O&S, Tolls	P Tolls Overages & shortages	
Object numbers, Account classifications	P Accounts Classification	Object numbers
Objectives, Planning	A Planning Objectives	
Observation decks, Appurtenances	P Appurtenances Observation decks	
Observation decks, Concessions & consumer svcs	P Concessions & Consumer Svcs Observation decks	
[illegible] space units	P Space units Observation decks	

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Navigation tides	TR Navigation Tides	
Navy areas, Space units	P Space units Gov't	Navy
Nervastral (see)	P Equipment Maintenance	Caulking
Nesting boxes, Hardware	P Equipment Hardware	Nesting boxes
New York city teletype alarms, Protection	S Protection NYC Teletype alarms	
New York state employees retirement system	F Insurance Retirment	
New York state employees retirement system (see also)	I Personnel Programs	Insurance Retirment
New York state employees retirement system loans	I Salaries Retirement	Loans NYSERS
New hires, Moving allowance	I Personnel Expense allowance	Moving
Newsstands, Appurtenances	P Appurtenances Newsstands	
Newsstands, Concessions & consumer svcs (see)	P Concessions Newsstands	
Newsstands, Space units (see)	P Space units Newsstands	
Newsstands, Structures (see)	P Structures Newsstands	
Niche doors, Appurtenances	P Appurtenances Doors	Niche
Night depositories, Appurtenances	P Appurtenances Rotary depositories	
Night sticks, Police equipment	P Equipment Police	Night sticks
Night trucking, Traffic relief	TR Traffic Relief	Night trucking
Nippers (see)	P Equipment Police	Handcuffs
Nite line machine (see)	P Equipment Machines	Marking
No colite cleaner, Maintenance equipment	P Equipment Maintenance	No colite
Noise nuisances	E Nuisances Noise	
Noise, Aircraft traffic regulations	TR Trafic Aircraft	Regulations Sound
Nomenclature, Planning	A Planning Nomenclature	
Non PA ports surveys, Planning	A Planning Surveys	Ports Non PA
Non Port Authority advertising approval, Publicity	A Publicity Advertising	Approval Non PA
Non Port Authority articles of interest	A Publications Non PA	Articles of interest
Non Port Authority commissions	I Labor Commissions	Non PA
Non Port Authority employee association	I Labor Employee Associations	Non PA
Non Port Authority publications	A Publications Non PA	
Non Port Authority regulations	A Regulations Non PA	
Non Port Authority unions	I Labor Unions	Non PA
Non certified carriers	TR Carriers Non certified	
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Kitchen equipment	P Equipment Kitchen	
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General circulars (see also)	A Organization Department	Structure
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General ledger	F Accounts General ledger	

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Free passage, Tolls	F Tolls Free passage	
Free time, Carriers	TR Carriers Handling	Free time
Free time, Shipments	TR Shipments Free time	
Free usage, Space units	P Space units Usage	Free
Freedom of information	A Organization Filing	Freedom of information
Freedom of information policy	A Organization Filing	Freedom of info policy
Freedom of information regulations (see)	A Organization Filing	Freedom of info reg
Freedom of information requests	A Organization Filing	Freedom of info Requests
Freight (see)	TR Shipments (by kind)	
Freight elevators, Appurtenances	P Appurtenances Elevators	Freight
Freight forwarders tariffs	TR Carriers Tariffs	Freight forwarders
Frigitone (see)	P Equipment Maintenance	Antifreeze
Fringe benefits (see also)	I Personnel Benefits	
Fringe benefits, Insurance	F Insurance Fringe benefits	
Frogs, Railroad	P Equipment Railroad	Frogs
Fuel cells	P Structures Fuel cells	
Fuel filters, Equipment servicing	P Equipment Servicing	Fuel filters
Fuel spills, Emergencies reports	S Emergencies Reports	Fuel spills
Fuel tanks, Automotive tank equipment	P Equipment Automotive	Tanks Fuel
Fuel tanks, Structures	P Structures Fuel tanks	
Fueling delays, Carriers servicing	TR Carriers Servicing	Fueling Delays
Fueling systems	P Systems Fueling	
Fueling units, Maintenance equipment (see)	P Equipment Maintenance	Refueling units
Fueling, Carriers	TR Carriers Servicing	Fueling
Fueling, Equipment servicing	P Equipment Servicing	Fueling
Fume collectors, Protective equipment	P Equipment Protective	Fume collectors
Fumes, Air pollution	E Pollution Air	Fumes
Fumigated shipments	TR Shipments Fumigated	
Fumigating, Shipments handling	TR Shipments Handling	Fumigating
Fumigation, Sanitation	S Sanitation Fumigation	
Furnishings	P Equipment Furnitures & furnishings	
Furniture polish, Maintenance equipment	P Equipment Maintenance	Polishes Furniture
Fuses, Electrical equipment	P Equipment Electrical	Fuses
Galleries, Appurtenances	P Appurtenances Galleries	
Gangplanks, Appurtenances	P Appurtenances Gangplanks	Gangplanks
	P Equipment Handling	

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READING LINE	CLASSIFICATION 1	LINE 2
Floating elevators, Carriers	TR Carriers Vessels	Floating elevators
Floats, Marine equipment	P Equipment Marine	Floats
Flood emergencies	S Emergencies Flood	
Flood gates, Appurtenances	P Appurtenances Gates	Flood
Flood insurance	F Insurance Flood	
Floodlights, Equipment	P Equipment Maintenance	Floor dress
Floor finishing machines, Equipment	P Equipment Machines	Floor finishing
Floor layouts	P Floor layout	
Floor layouts (see)	A Organization Departments	
Floor layouts tenant space (see)	P Tenant Leases	
Floor scrubbing machines, Equipment	P Equipment Machines	Scrubbing Floor
Floorings, Construction materials	P Construction Materials	Floorings
Floors, Appurtenances	P Appurtenances Floors	
Florists, Auxiliary services	P Tenants Prospective	Auxiliary services Florists
Florists, Concessions & consumer services	P Concessions & consumer services	Florists
Flowers, Landscaping equipment	P Equipment Landscaping	Flowers
Flowers, Sundries	P Equipment Sundries	Flowers
Flowmeters, Test equipment	P Equipment Test	Flowmeters
Fluorescent lights, Equipment	P Equipment Lights	Fluorescent
Fluorescent rooms, Space units	P Space units Fluoroscope rooms	
Fluorescent tube disposer machines, Equipment	P Equipment Machines	Fluorescent tube disposer
Fluoroscopes, Medical equipment	P Equipment Medical	Fluoroscopes
Flush marker lights	P Equipment Lights	Marker
Flush trucks, Automotive equipment	P Equipment Automotive	Trucks Tank Flush
Flush type runway lights (see)	P Equipment Lights	Runway
Flushometers, Plumbing	P Equipment Plumbing	Flushometers
Flying hazards	TR Traffic Aircraft	Hazards
Foam fire extinguishers, Emergency equipment	P Equipment Emergency	Fire extinguishers Foam
Foam sprinkler systems	P Systems Sprinkler	Foam
Foam tank trucks	P Equipment Automotive	Trucks Tank Foam
Forecasts, Long range	F Finance Budgets	Forecasts Long range
Frames, Furniture & furnishings	P Equipment Furniture & furnishings	Frames
Franchises, Carriers	TR Carriers Franchises	
Free passage off route vehicles, Tolls	F Tolls Free passage	Off route vehicles
[illegible]	T Foreign trade zones	

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READING LINE	CLASSIFICATION 1	LINE 2
Firearm police equipment	P Equipment Police	Firearms
Firemens uniforms	P Equipment Uniforms	Emergency crew
Fireproofing, Construction	P Construction Fireproofing	
First aid equipment	P Equipment Medical	First aid
First aid medical services (ex employee)	A Services Medical	First aid
First aid rooms, space units	P Space units First aid rooms	First aid rooms
First class mail	TR Mail First class	
Fiscal matters	F	
Fitting, Carriers	TR Carriers Handling	Fitting
Five blast alarms	S Emergencies Alarms	Five blast
Fixed charge, Costs	F Costs Fixed charges	
Fixture claims, Tenants	P Tenants fixture claims	
Fixture lights	P Equipment Lights	Fixture
Flag flying ceremonies	A Public relations Ceremonies	Flag flying
Flag poles, Appurtenances	P Appurtenances Poles	Flag
Flag raising crews, Maintenance	P Maintenance Crews	Flag raising
Flag souvenirs	A Publicity Souvenirs	Flags
Flags, Emblematic equipment	P Equipment Emblems	Flags
Flame thrower machines, Equipment	P Equipment Machines	Flame throwers
Flammable liquids, Dangerous articles	S Dangerous articles	Liquids Flammable
Flammable solids, Dangerous articles	S Dangerous articles	Solids Flammable
Flammable spillage, Emergencies	S Emergencies Spillage	Flammable
Flammable storage areas, Space units	P Space units Storage	Flammable
Flares, Protective equipment	P Equipment Protective	Flares
Flash reports, Emergencies	S Emergencies Reports	Flash
Flashlights, Equipment	P Equipment Lights	Flashlights
Flat trucks, Handling equipment	P Equipment Handling	Flat trucks
Flea markets, Auxiliary services	P Tenant Prospective	Aux svcs Flea markets
Flexiphones, Communicating equipment	P Equipment Communication	Flexiphones
Flight bars (see)	P Space units Snack bars	
Flight information boards	P Equipment Furniture & furnishing	Flight information boards
Flight landings, Carriers	TR Carriers Handling	Flights Landings
Flight takeoffs, Carriers	TR Carriers Handling	Flights Takeoffs
Flights, Carriers	TR Carriers Handling	Flights
Flit (see)	P Equipment Maintenance	Insecticides
Floatbridges Vessels	TR Carriers Vessels	Floatbridges

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Financial aid urban renewal	F Finance Aid	Urban renewal
Financial aid waterways	F Finance Aid	Waterways
Financial counseling, Employee	I Personnel Programs	Emp fin counseling
Financial disclosure	I Personnel Code of ethics	Financial Disclosure
Financial disclosure regulation (see)	F Finance Budgets	Financial Plan
Financing, Economics	F Economics Financing	
Fines, Traffic violations	TR Traffic Regulations	Violations Fines
Fingers, Arcades (see)	P Appurtenances Arcades	
Fingers, Expansion joints	P Construction Elements	Expansion joints Fingers
Finishes, Construction	P Construction Finishes	
Fire alarm boxes	P Systems Alarms	Boxes
Fire alarm systems	P Systems Alarms	Fire
Fire curtains, Appurtenances	P Appurtenances Fire curtains	
Fire detectors, Emergency equipment	P Equipment Emergency	Fire detectors
Fire doors, Appurtenances	P Appurtenances Doors	Fire
Fire doors, Appurtenances (see also)	P Appurtenances Fire towers	
Fire doors, Fire protection system	P Systems Fire protection	Fire doors
Fire drill areas, Space units	P Space units Drill	Fire
Fire drills, Employee	I Personnel Training	Drills Fire
Fire emergencies (except crash or explosion)	S Emergencies Fire	
Fire equipment	P Equipment Emergency	(except trucks)
Fire escapes, Appurtenances (see)	P Appurtenances Fire exits	
Fire exits, Appurtenances	P Appurtenances Fire exits	
Fire extinguishers, Emergency equipment	P Equipment Emergency	Fire extingishers
Fire hazards, Accidents	S Accidents Hazards	Fire
Fire hose cabinets	P Equipment Emergency	Hose cabinets
Fire hydrants, Emergency equipment	P Equipment Emergency	Fire hydrants
Fire insurance	P Insurance Fire	
Fire protection systems	P Systems fire protection	
Fire pumps, Emergency equipment	P Equipment Emergency	Fire pumps
Fire stations, Structures	P Structures Fire stations	
Fire towers, Appurtenances	P Appurtenances Fire towers	
Fire towers, Appurtenances (see also)	P Appurtenances Fire doors	
Fire trucks, Automotive equipment	P Equipment Automotive	Trucks Fire

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File inventories	A Organization Filing	Inventories
File microfilms	A Organization Filing	Microfilm
File records retention	A Organization Filing	Records retention
File reorganization	A Organization Filing	Reorganization
File storage	A Organization Filing	Storage
File substitution cards (see)	P Equipment Office supplies	File charge cards
Files, Organization	A Organization Filing	
Fill material, Construction material	P Construction Materials	Fill
Filler compounds (see)	P Equipment Maintenance	Caulking compounds
Filling stations	P Structures Service stations	
Fills, Earthwork (except materials)	P Earthwork Fills	
Film holders, Photographic	P Equipment Photographic	Film holders
Film photographic	P Equipment Photographic	Films
Films accident prevention programs	S Accidents Prevention programs	Films
Films publicity	A Publicity Films	
Filter elements, Fuel	P Equipment Servicing	Fuel filters
Filters, Air conditioning systems	P Systems Air conditioning	Filters
Finance	F Finance Budgets	Advances
Finance basic assumptions	F Finance Budgets	Basic Assumptions
Finance committees	A Corporate Commissioners	Committees Meetings Finance
Finance estimates	F Finance Budgets	Estimates
Finance financial plan	F Finance Budgets	Financial plan
Finance planning	A Planning Finance	
Finance preparation	F Finance Budgets	Preparation
Finance presentation	F Finance Budgets	Presentation
Finance purchases	F Finance Purchases	
Finance reimbursements	F Finance Budgets	Reimbursements
Finance reports	F Finance Budgets	Reports
Finance revisions	F Finance Budgets	Revisions
Finance statements	F Finance Budgets	Statements
Financial aid	F Finance Aid	
Financial aid federal	F Finance Aid	Federal
Financial aid highways	F Finance Aid	Highways
Financial aid local	F Finance Aid	Local
Financial aid mass transportation	F Finance Aid	Mass Transportation
	F Finance Aid	State

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Federal regulations (over all)	A Regulation Federal	
Federal taxes	F Taxes Federal	
Federal zoning	P Zoning Federal	
Fee counterfeits, Concessions & consumer svcs	P Concessions & Consumer svcs Fees	Overage & shortages Counterfeits
Fee evaders, Carrier handling	TR Carriers Handling	Fees Evaders
Fee overages & shortages, Concessions	P Concessions Fees	Overages & shortages
Fee schedules, Transportation (see)	F Tariffs (by title)	
Fee waivers, Carrier handling	TR Carriers Handling	Fee Waivers
Fees, Appurtenances	P Appurtenances Fees	
Fees, Carrier handling	TR Carriers Handling	Fees
Fees, Carrier servicing	TR Carriers Servicing	Fees
Fees, Concession & Consumer svcs	P Concessions & Consumer svcs Fees	
Fees, Fuel handling	P Energy Handling	Fees
Fees, Fuel storage	P Energy Storage	Fees
Fees, Income	F Income Fees	
Fees, Mail handling	TR Mail Handling	Fees
Fees, Services	A Services Fees	
Fees, Shipment processing	TR Shipments Processing	Fees
Fees, Space units	P Space units Fees	
Fees, Tenants	P Tenants Fees	
Fellowships, Motivation awards	I Personnel Motivation	Awards Fellowships
Fellowships, Personnel training (by kind)	I Personnel Training	Fellowships
Fences, Appurtenances	P Appurtenances Fences	
Fenders, Appurtenances	P Appurtenances Fenders	
Ferries, Carriers	TR Carriers Vessels	Ferries
Fertilizer, Landscaping equipment	P Equipment Landscaping	Fertilizer
Field bags, Surveying equipment	P Equipment Surveying	Field bags
Field offices, Space units	P Space units Offices Field	
Fighter type aircraft, Carriers	TR Carriers Aircraft	Fighter type
File audits	A Organization Filing	Audits
File cabinets, Furniture & furnishings	P Equipment Furniture & Furnishings	File cabinets
File charge cards, Office supplies	P Equipment Office supplies	File charge cards
File folders, Office supplies	P Equipment Office supplies	File folders
File freedom of information	A Organization Filing	Freedom of information
	P Equipment Office supplies	File guides

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Export shipments	TR Shipments Exports	
Exports, Economics	P Economics Exports	
Extension cords, Electrical equipment	P Equipment Electrical	Extension cords
Extensions, Carrier routes	TR Carriers Routes	Extensions
Extensions, Documents (see)	A Documents Renewals	
Extensions, Groundways	P Groundways Extensions	
Extermination, Pests	S Pests Extermination	
Extortion	S Protection Extortion	
Extra sections, Carriers (see)	TR Carriers Scheduling	
Extra work orders, Documents	A Documents Extra work orders	
F Series toll tickets (Truck Commutation)	F Toll Tickets	Commutation
FICA Pickup	I Salaries Special compensation	FICA
FMC regulatory decisions	TR Carriers Regulatory Cases	(by name & no.)
Face plates, Protective equipment	P Equipment Protective	Face plates
Facility dedications, Special events	A Services Special events	Facility dedications
Facility inspection services	A Services Visitors	Facility inspection
Facility observation programs	A Supervision Observation programs	
Fact sheets, Public relations	A Public relations Fact sheets	
Fairs, Publicity (see)	A Publicity Exhibitions	
Fallout shelters, Space units	P Space units Fallout shelters	
Fallout shelters, Structures	P Structures Shelters	Fallout
Fans, Protective equipment	P Equipment Protective	Fans
Fans, Ventilating systems	P Systems Ventilating	Fans
Fares free passage, Carriers	TR Carriers Fares	Free passage
Fares refunds, Carriers	TR Carriers Fares	Refunds
Fares tickets, Carriers	TR Carriers Fares	Tickets
Fares, Carriers	TR Carriers Fares	
Fatal traffic accidents	S Accidents Traffic	Fatal
Faucets, Plumbing (except on specific equipment)	P Equipment Plumbing	Faucets
Federal aid, Finance	F Finance Aid	Federal
Federal authorizations	A Authorizations Federal	
Federal cooperation, Public relations	A Public relations Cooperation	Federal
Federal inspection service	A Services Federal inspection	
Federal inspection space units	P Space units Government	Inspection
Federal legislation	A Legal Legislation	Federal
	A Planning Federal	

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Exclusive lanes, Carrier routes	TR Carriers Vessels	
Excused time	I Time Excused	
Exectones communicating equipment	P Equipment Communicating	Exectones
Executive activities, Special events	A Services Special events	Executive activities
Executive aircraft carriers	TR Carriers Aircraft	Private
Executive dining room food services	A Services Food	CDR
Executive directors' weekly report	A Reports Executive Directors' Weekly	
Executive sessions, Commissioners board meetings	A Corporate Commissioners	Meetings Board Exec sess
Executive space units	P Space units Executive	
Exemption tax	F Taxes Exemptions	
Exhausts, Protective equipment	P Equipment Protective	Exhausts
Exhausts, Ventilating systems	P Systems Ventilating	Exhausts
Exhibit enclosures (see)	P Space Units Exhibit	
Exhibition, Publicity	A Publicity Exhibitions	
Exhibitions, Special events	A Services Special events	Exhibitions
Exhibits, Documents	A Documents Exhibits	
Exhibits, Space units	P Space units Exhibits	
Exit roads	P Approaches Exit roads	
Exits, Fire	P Appurtenances Fire exits	
Expansion bolts, Construction elements	P Construction Elements	Expansion bolts
Expansion joints, Construction elements	P Construction Elements	Expansion joints
Expansion planning	A Planning Expansion	
Expedites, Visitors	A Public relations	Visitors Expedites
Expenditure budget	F Finance Budgets	Expenditure
Expenditure performance report	F Finance Budgets	Reports Perf Expend
Expense accounts	F Accounts Expense	
Expense accounts advances	F Accounts Expense	Advances
Expense accounts reports	F Accounts Expense	Reports
Expense allowance, Employee	I Personnel Expense allowance	
Expense budgets	F Finance Budgets	Expense
Expense reevaluation	F Economics Reevaluation	
Expense tenant relocation	P Tenants Relocation	Expense
Explosion accident reports	S Accidents Reports	Explosion
Explosion emergencies	S Emergencies Explosion	

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Equipment replacements allowance	P Equipment Replacements	Allowances
Equipment requirements	P Equipment Requirements	
Equipment retirements	P Equipment Retirements	
Equipment returns	P Equipment Returns	
Equipment sales	P Equipmemt Sales	
Equipment servicing	P Equipment Servicing	
Equipment servicing allowances	P Equipment Servicing	Allowances
Equipment specifications	P Equipment Specifications	
Equipment standards	P Equipment Standards	
Equipment statement of transfer	P Equipment Statement of transfer	
Equipment stockkeeping	P Equipment Stockkeeping	
Equipment storage	P Equipment Storage	
Equipment surveys	P Equipment Studies/Surveys	
Equipment testing	P Equipment Testing	
Equipment transfers	P Equipment Transfers	
Equipment trip reports	P Equipment Trip Reports	
Equipment usage	P Equipment Usage	
Equipment usage rates	P Equipment Usage	Rates
Equipment vendor's offerings	P Equipment Vendor's offerings	
Erosion control, Earthwork	P Earthwork Erosion Control	
Erosion control, Earthwork (see also)	P Earthwork Stabilization	
Esplonage	S Protection Espionage	
Estimates, Costs	F Costs Estimates	
Estimates, Finance	F Finance Budgets	Estimates
Evacuation, Space units (see)	P Space units Clearance	
Evaders, Carrier handling fees	TR Carriers Handling	Fees Evaders
Evaders, Income	F Income Evaders	
Evaluation, Appurtenances	P Appurtenances Evaluation	
Evaluation, Costs	F Costs Evaluation	
Evaluation, Space units	P Space units Evaluation	
Evaluation, Structures	P Structrues Evaluation	
Eviction, Tenants (see)	P Tenants Leases	Dispossesses
Examination rooms, Space units	P Space units Examination rooms	
Excavating, Earthwork	P Earthwork Excavating	
Excess employees	I Personnel Employee types	Excess
	F Taxes Excise	

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Environmental protection	E Environmental Protection	
Equal opportunity, Employee	I Personnel Programs	Equal opportunity
Equalization, Shipment rates	TR Shipments Rates	Equalization
Equipment	P Equipment	
Equipment accessories	P Equipment Accessories	
Equipment assignments	P Equipment Assignments	
Equipment bill of sale	P Equipment Bill of sale	
Equipment copyrights	P Equipment Copyrights	
Equipment demonstrations	P Equipment Demonstrations	
Equipment design	P Equipment Design	
Equipment engraving	P Equipment Engraving	
Equipment inspections	P Equipment Inspections	
Equipment installations	P Equipment Installations	
Equipment inventories	P Equipment Inventories	
Equipment issue (to employees)	P Equipment Issue	
Equipment issue lists (to employees)	P Equipment Issue	Lists
Equipment licenses	P Equipment Licenses	
Equipment marking	P Equipment Marking	
Equipment mileage reading	P Equipment Mileage reading	
Equipment modification	P Equipment Modification	
Equipment parts	P Equipment Parts	
Equipment patents	P Equipment Patents	
Equipment permits	P Equipment Permits	
Equipment priorities	P Equipment Priorities	
Equipment programs	P Equipment Programs	
Equipment purchases	P Equipment Purchases	
Equipment purchases quotations, Vendors replies	P Equipment Purchases	Quotations Vend replies
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Equipment purchases, Quotations	P Equipment Purchases	Quotations
Equipment registrations	P Equipment Registrations	
Equipment regulations	P Equipment Regulations	
Equipment relocation	P Equipment Relocation	
Equipment removal	P Equipment Removal	
Equipment rentals	P Equipment Rentals	

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Energy handling	P Energy Handling	
Energy handling fees	P Energy Handling	Fees
Energy inventories	P Energy Inventories	
Energy measuring (see)	P Energy Inventories	
Energy priorities	P Energy Priorities	
Energy programs	P Energy Programs	
Energy purchases	P Energy Purchases	
Energy ratification	P Energy Ratifications	
Energy requirements	P Energy Requirements	
Energy sales	P Energy Sales	
Energy sales, Personal property	P Energy Sales	Personal Property
Energy seepage	P Energy Seepage	
Energy specification	P Energy Specifications	
Energy storage	P Energy Storage	
Energy storage fees	P Energy Storage	Fees
Energy surveys	P Energy Studies/Surveys	
Energy tank trucks	P Equipment Automotive	Trucks Tank Fuel
Energy tanks (see)	P Structures Fuel cells	
Energy taxes	F Taxes Fuel	
Energy testing	P Energy Testing	
Energy vendors offerings	P Energy Vendors offerings	
Engineering costs	F Costs Engineering	
Engineering data sheets, Construction	P Construction Engineering data sheets	
Engineering licenses, Employees	I Personnel Licenses	Engineers
Engineering services reports, Consultant agreements	A Documents Agreements	Consultant Rpts Eng Svcs
Engineering trainees, Candidates	I Personnel Training	Candidates
Engineering, Board meetings	A Corporate Meetings	Engineering Board
Engines, Machine equipment (except if part of other equip or sys)	P Equipment Machines	Engines
Engraving, Equipment	P Equipment Engraving	
Enlargers, Photographic equipment	P Equipment Photographic	Enlargers
Entrance tests, Jobs	I Jobs Tests	Entrance
Entrances, Appurtenances	P Appurtenances Entrances	
Envelopes, Office stationery	P Equipment Office Stationery	Envelopes
[illegible] Planning	A Planning Environmental Impact analysis	

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Employee training PA	I Personnel Training	PA
Employee training outside	I Personnel Training	Outside
Employee transfers	I Personnel Transfers	
Employee trial board hearings (ex specific cases)	I Personnel Discipline	Trial boards Hearings
Employee trial boards (ex specific cases)	I Personnel Discipline	Trial boards
Employee types	I Personnel Employee types	
Employee workmen's compensation	F Insurance Workmen's compensation	
Employee workmen's compensation (see also)	I Personnel Programs	Insurance Workmen's Comp
Employees, Casual	I Personnel Employee types	Casual
Employees, Excess	I Personnel Employee types	Excess
Employees, Physically handicapped	I Personnel Employee types	Physically handicapped
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Employees, Provisional	I Personnel Employee types	Provisional
Employees, Temporary	I Personnel Employee types	Temporary
Employment	I Employment	
Employment applicants (see)	I Jobs Recruitment	
Employment economics	F Economics Employment	
Employment investigation	I Employment Investigation	
Employment investigation (see also)	S Protection Investigation	
Employment verification, Employee	I Employment Inquiries	
Enamels, Construction finishes	P Construction Finishes	Enamels
Enclosures (see)	P Space units	
Endorsements, Accounts	F Accounts Endorsements	
Endorsements, Public relations	A Public relations Endorsements	
Endurance, Carriers	TR Carriers Characteristics	Performance
Energy allocation	P Energy Allocation	
Energy areas, Space units	P Space units Fuel	
Energy availability (see)	P Energy Requirements	
Energy bills	P Energy Bills	
Energy cells, Structures	P Structures Fuel cells	
Energy conservation	P Energy Conservation	
Energy consumption	P Energy Consumption	
Energy credit cards	P Energy Credit Cards	

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Employee military leaves	I Personnel Military svces	Leaves
Employee military service	I Personnel Military svce	
Employee motivation	I Personnel Motivation	
Employee opinion poll	I Personnel Studies	Employee opinion
Employee organizations	I Labor Employee organizations (by name)	
Employee organizations	I Personnel Programs	Emp activities (by name)
Employee outside employment	I Personnel Outside employment	
Employee parking, Space units	P Space units Parking	Employee
Employee passes, Protection	S Protection Passes	Employee
Employee payments, Customs	TR Customs Employees	Payments
Employee performance appraisals	I Personnel Performance appraisals	
Employee performance appraisals (see also)	I Personnel Employee types	Personnel appraisal report
Employee permits (see)	T Personnel Licenses	
Employee personal toll passes	F Tolls Passes	Employee Personal
Employee political activities	I Personnel Political activities	
Employee problem areas	I Personnel Discipline	Problem areas
Employee records, Personnel	I Personnel Employee records	
Employee regulations (over all)	A Regulations Employee	
Employee requirements	I Personnel Requirements	
Employee retirement	I Personnel Retirements	
Employee retirement insurance	I Personnel Programs	Insurance Retirement
Employee retirement insurance (see also)	F Insurance Retirement	
Employee retirement system NYS	F Insurance Retirement	
Employee retirement systems NYS (see also)	I Personnel Programs	Insurance Retirement
Employee seniority	I Personnel Seniority	
Employee service reports (see)	I Personnel Employee types	Personnel Appraisal reports
Employee social security	F Insurance Social security	
Employee social security (see also)	I Personnel Programs	Insurance Social Security
Employee space units	P Space units Employee	
Employee special assignments	I Personnel Assignments	Special
Employee suggestions (except specific)	I Personnel Suggestions	
Employee suspension (see)	I Personnel Discipline	
Employee termination control	I Personnel Programs	Termination control
Employee terminations	I Personnel Terminations	
Employee toll issue	F Tolls Passes	Issue
[illegible] (by title)	I Personnel Training	

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Employee computation toll passes	F Tolls Passes	Employee Commutation
Employee contributions, Retirement insurance	F Insurance Retirement	Contributions Employee
Employee contributions, Retirement insurance (see also)	I Personnel Programs	Insurance Retirement
Employee courtesy	A Public relations Courtesy	
Employee customs	TR Customs Employees	
Employee disciplinary actions (see)	I Personnel Discipline	Charges & Specifications
Employee discipline (ex specific cases)	I Personnel Discipline	
Employee drills (see)	S Emergencies Programs	
Employee drug addiction	I Personnel Programs	Health Drug addiction
Employee drug addiction (see also)	I Personnel Health	Programs Narcotics
Employee employment verification	I Employment Inquiries	
Employee equipment issue	P Equipment Issue	
Employee equipment issue lists	P Equipment Issue	Lists
Employee expenses allowance	I Personnel Expense allowance	
Employee financial counselling	I Personnel Programs	Employee fin counselling
Employee financial disclosure	I Personnel Code of ethics	Financial disclosure
Employee freedom of information requests (see)	A Organization Filing	Freedom of information
Employee group riding plan (see)	TR Travel Pools	Employee cars
Employee health	I Personnel Health	
Employee health check ups	I Personnel Health	Medical care Check ups
Employee health insurance programs	I Personnel Programs	Insurance Health
Employee health precautions	I Personnel Health	Medical care Precautions
Employee health programs	I Personnel Health	Programs (by name)
Employee health records	I Personnel Health	Medical histories
Employee health restrictions	I Personnel Health	Medical restrictions
Employee housing allowance	I Personnel Expense allowance	Housing
Employee in service statement	I Personnel Employee in svcs statement	
Employee incentive (see)	I Personnel Motivation	
Employee licenses (by kind)	I Personnel Licenses	
Employee local reprimands (see)	I Personnel Discipline	
Employee lunch time programs	I Personnel Programs	Comm Emp lunch time
Employee lunch time programs (see also)	A Services Special events	Employee programs
Employee maintenance allowance	I Personnel Expense allowance	
Employee meal allowance	I Personnel Expense allowance	Meals

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Emergeney (ex trucks)	P Equipment Emergency	
Emergency coordination plan, NYC	S Emergencies Programs	Outside
Emergency crew uniforms	P Equipment Uniforms	Emergency crew
Emergency garage log	S Protection Emergency garbage log	
Emergency incidents	S Emergencies Incidents	
Emergency jeeps, Automotive equipment	P Equipment Automotive	Jeeps
Emergency ladders	P Equipment Emergency	Ladders
Emergency programs, Civil defense	S Emergencies Programs	Civil defense
Emergency service cards, NYC police department	S Protection Passes	Police
Emergency tractors	P Equipment Automotive	Tractors
Emergency trucks, Automotive equipment	P Equipment Automotive	Trucks emergency
Emery aggregate, Construction materials	P Constructin Materials	Emery aggregate
Employee (ex specific cases)	I Personnel Employee records	
Employee activities (by name) (see)	I Personnel Programs	Employee activities
Employee alcoholism	I Personnel Programs	Health Alcoholism
Employee alcoholism (see also)	I Personnel Health	Programs Alcoholism
Employee anniversary commendations	I Personnel Motivation	Commendations Anniversaries
Employee appointments (see)	I Personnel Assignments	
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Employee associations, Labor (see)	I Labor Employee organization (by name)	
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Earthwork soil tests	P Earthwork Soil tests	
Earthwork soundings	P Earthwork Soundings	
Earthwork specifications	P Earthwork Specifications	
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Drums, Shipment containers	TR Shipments Containers	Drums
Drums, Shipping devices	P Equipment Shipping devices	Drums
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Dry cleaning, Equipment servicing	P Equipment Servicing	Dry cleaning
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Calibration, Speed meters	P Equipment Instruments	Speed meters calibration
Call numbers, Communicating systems	P Systems Communicating	Call Numbers
Cameras, Photographic	P Equipment Photographic	Cameras
Canals, Waterways	L Waterways Canals	
Cancellations, Carrier schedules	TR Carriers Scheduling	Cancellations
Cancellations, Insurance	F Insurance Cancellations	
Cancellations, Protection passes	S Protection Passes	Cancellations
Cancellations, Reservation	TR Travel Reservations	Cancellations
Cancellations, Toll	F Tolls Cancellations	
Cancer programs, Employee	I Personnel Health	Programs (by name)
Candidates, Employee training	I Personnel Training	Candidates
Candy shops, Auxiliary services	P Tenants Prospective	Aux svce Candy shops
Canned water, Emergency equipment	P Equipment Emergency	Canned water
Canopies, Appurtenances	P Appurtenances Canopies	
Cans, Shipment containers	TR Shipments Containers	Cans
Cans, Shipping devices	P Equipment Shipping devices	Cans
Capacitance gauges, Instruments	P Equipment Instruments	Capacitance gauges
Capacity, Carriers	TR Carriers Characteristics	Capacity
Capacity, Planning	A Planning Capacity	
Capital budgets	F Finance Budgets	Capital
Capital costs	F Costs Capital	
Capstans, Handling equipment	P Equipment Handling	Capstans
Car demurrage, Average agreements (see)	TR Carriers Handling	Demurrage
Car parks (see)	P Space units Parking areas	
Car pool usage	P Equipment Automotive	Pool Usage
Car pools, Commutation tickets	F Tolls Tickets	Commutation Car Pools
Car pools, Traffic relief	TR Traffic Relief	Carpools
Car pools, Travel employees	TR Travel Pools	Employee cars
Car usage	P Equipment Automotive	Usage
Carbon monoxide analyzers, Tests equipment	P Equipment Test	Analyzers Carbon monoxide
Carbon paper, Office supplies	P Equipment Office supplies	Carbon paper
Carboys, Shipping devices	P Equipment Shipping devices	Carboys
Cardiac prevention	I Personnel Health	Programs Cardiac prevention
Cardiac study	I Personnel Health	Programs Cardiac study
Cardiac symptoms	I Personnel Health	Programs Emergency cardiac symptoms

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READING LINE	CLASSIFICATION 1	LINE 2
Bulletin boards, Furniture & furnishings	P Equipment Furniture & furnishings	Bulletin boards
Bulletins, Departmental	A Issuances Departmental bulletins	
Bulletins, Departmental (see also)	A Organization Department	Structure
Bulletins, Police	S Protection Police	Bulletins
Bulletins, Traffic	TR Traffic Bulletins	
Bumper logs	P Appurtenances Barriers	Logs
Bumpers, Appurtenances	P Appurtenances Fenders	
Bunkers, Handling equipment	P Equipment Handling	Bunkers
Bunting, Emblematic equipment	P Equipment Emblems	Bunting
Burglar alarm systems	P Systems Alarms	Burglar
Burglar insurance	F Insurance Burglar	
Bus shelters, Structures (see)	P Structures Shelters	Bus
Bus tariffs (see)	TR Carriers Tariffs	Buses
Bus traffic surveys (see)	TR Traffic Motor	Surveys
Bus/rail rapid transit carriers (see)	TR Carriers Rapid	Rail/Bus
Buses, Carriers	TR Carriers Buses	
Business toll passes	F Tolls Passes	Business
Buzzers, Communicating equipment	P Equipment Communicating	Buzzers
By laws, Corporate	A Corporate Instruments	By laws
Cabinets, Kitchen equipment	P Equipment Kitchen	Cabinets
Cable addresses, Communications	A Communications Cable addresses	
Cable ducts, Electrical system	P System Electrical	Cable ducts
Cable ducts, Systems	P Systems Ducts	
Cable raising ceremonies	A Public relations Ceremonies	Cable raising
Cable rooms (see)	P Space Units Utility Rooms	
Cablegrams, Communications	A Communications Cablegrams	
Cables, Construction elements	P Construction Elements	Cables
Cables, Electrical equipment	P Equipment Electrical	Cables
Cables, Equipment attachments (ex Electric)	P Equipment Attachments	Cables
Cafeteria equipment (see)	P Services Food	Cafeteria
Cafeteria uniforms	P Equipment Uniforms	Cafeteria
Cafeterias, Space units	P Space units Cafeterias	
Calcuim chloride, Maintenance equipment	P Equipment Maintenance	Calcium chloride
Calculator machines, Office	P Equipment Office machines	Calculators
Calendars, Commissioners board meeting (see)	A Corporate Commissioners	Board Meeting
	P Equipment Office Supplies	Calendars

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READING LINE	CLASSIFICATION 1	LINE 2
Broadcasts, Television	A Publicity Television	Broadcasts
Broken stone (see)	P Construction Materials	Crushed stone
Broker contracts	A Documents Contracts	Brokers
Brokerage service, Concessions	P Concessions and/or Consumers Services	Brokerage
Brokers, Customs	TR Customs Brokers	
Brokers, Customs (see also)	TR Shipments Forwarders	
Brokers, Prospective tenants	P Tenants Prospective	Brokers
Brokers, Real estate	P Real estate Brokers	
Brokers, Tenant relocation	P Tenants Relocation	Brokers
Brooms, Maintenance equipment	P Equipment Maintenance	Brooms
Brushes, Maintenance equipment	P Equipment Maintenance	Brushes
Budget advances	F Finance Budgets	Advances
Budget analysis	F Finance Budgets	Analysis
Budget basic assumptions	F Finance Budgets	Basic assumptions
Budget capital	F Finance Budgets	Capital
Budget correspondence	F Finance Budgets	Correspondence
Budget estimates	F Finance Budgets	Estimates
Budget expense	F Finance Budgets	Expense
Budget financial plan	F Finanacial Budgets	Financial plan
Budget forecasts	F Finance Budgets	Forecasts
Budget preparation	F Finance Budgets	Preparation
Budget presentation	F Finance Budgets	Presentation
Budget reimbursements	F Finance Budgets	Reimbursements
Budget reports	F Finance Budgets	Reports
Budget revenue	F Finance Budgets	Revenue
Budget revisions	F Finance Budgets	Revisions
Budget statements	F Finance Budgets	Statements
Budgets, Finance	F Finance Budgets	
Buffing machine, Floor (see)	P Equipment Machines	Floor finishing
Builders risk insurance	F Insurance Builders risk	
Building (see)	P Structures	
Building codes (see)	P Structures Regulations	
Building notices, Tenants	P Tenants Building notices	
Bulbs, Lights	P Equipment Lights	Bulbs

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READING LINE	CLASSIFICATION 1	LINE 2
Book stores, Space units	P Space units Stores	Book
Bookbinding service (see)	A Services Binding	
Bookcases, Furniture & furnishings	P Equipment Furniture & furnishings	Bookcases
Bookstores, Auxiliary services	P Tenants Prospective	Aux svcs Bookstores
Booth, Toll sales	F Tolls Sales	Booth
Booths, Appurtenances	P Appurtenances Booths	
Booths, Structures	P Structures Booths	
Borers, Marine life pests	S Pests Marine life	Borers
Borings, Earthwork	P Earthwork Borings	
Bottled water, Maintenance equipment	P Equipment Maintenace	Bottled water
Bottles, Shipping devices	P Equipment Shipping devices	Bottles
Boundaries, Real estate (see)	P Real estate Acquire	Surveys
Boundary fences, Appurtenances	P Appurtenances Fences	Boundary
Boundary lights, Equipment	P Equipment Lights	Boundary
Bowling alleys, Space units	P Space units Bowling alleys	
Boxes, Alarm systems	P Systems Alarms	Boxes
Boxes, Coin	P Equipment Furniture & furnishings	Coin boxes
Boxes, Lights	P Equipment Lights	Boxes
Boxing, Shipment handling	TR Shipments Handling	Boxing
Bracing & blocking, Shipments (see)	TR Shipments Handling	Shoring
Brassards, Identification equipment	P Equipment Identification	Brassards
Breakers, Paving tools	P Equipment Tools	Paving Breakers
Breakfasts, Public relations	A Public relations Breakfasts	
Breast cancer screening, Employee	I Personnel Health	Programs
Breathing apparatus, Protective	P Equipment Protective	Breathing apparatus
Bricks, Construction materials	P Construction Materials	Bricks
Bridge cables, Construction elements	P Construction Elements	Cables
Bridges, Links & routes	L Bridges	
Bridges, Links & routes (see also)	P Structures Bridges	
Bridges, Structures	P Structures Bridges	
Bridges, Structures (see also)	L Bridges	
Briefs, Legal	A Legal Claims & litigation	Briefs
Brightness control regulators (see)	P Equipment Electrical	Controllers
British thermal unit meters	P Systems Meters	BTU
Broadcasts, Background music	P Systems Communicating	Public address
Broadcasts, Radio	A Publicity Radio	Broadcasts

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READING LINE	CLASSIFICATION 1	LINE 2
Blowers, Snow removal equipment	P Equipment Handling	Blowers
Blowing, Shipments handling	TR Shipments Handling	Blowing
Blueprinting machines, Office	P Equipment Office machines	Blueprinting
Blueprinting service	A Services Blueprinting	
Board meeting calendars, Commissioners	A Corporate Commissioners	Board Meetings Calendars
Board meeting executive sessions	A Coporate Commissioners	Board Meetings Exe ses
Board meeting minutes, Commissioners	A Corporate Commissioners	Board Meetings Minutes
Board meeting notices, Commissioners	A Corporate, Commissioners	Board Meetings Notices
Board meetings, Commissioners	A Corporate Commissioners	Board Meetings
Board room services	A Services Board room	
Board rooms, Space units	P Space units Board rooms	
Board special meetings	A Corporate Commissioners	Board Meetings special
Board, Commissioners	A Corporate Commissioners	Board
Boat landing stages (see)	P Structures Piers	
Boats, Marine equipment	P Equipment Marine	Boats
Bobs (see)	P Equipment Surveying	Plumb bobs
Boiler insurance	F Insurance Boiler	
Boiler rooms	P Space Units Utility rooms	
Boiler treatment compounds, Maintenance equipment	P Equipment Maintenance	Boiler treatment compounds
Boilers, Heating systems	P Systems Heating	Boilers
Bollards, Appurtenances (see)	P Appurtenances Mooring Racks	
Bolsters, Handling equipment	P Equipment Handling	Bolsters
Bolts & bands, Construction elements	P Construction Elements	Bands & bolts
Bolts & nuts, Hardware	P Equipment Hardware	Nuts & bolts
Bolts expansion	P Construction Elements	Expansion bolts
Bomb emergencies	S Emergencies Bombs	
Bomb explosion emergencies	S Emergencies Explosions	Bomb
Bond investments	F Finance Investments	Bonds
Bonded warehousing	TR Warehousing Bonded	
Bonding insurance	F Insurance Bonding	
Bonds	F Securities Bonds	
Bonds, Salary deductions	I Salaries Deductions	Bonds
Bonds, Taxes	F Taxes Bonds	
Bonus, Employee awards (see)	I Personnel Motivation	Awards Incentive Comp

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READING LINE	CLASSIFICATION 1	LINE 2
Bills, Account receivables	F Accounts Receivable	Bills
Bills, Investments	F Finance Investments	Bills
Bills, Legislation (lists only)	A Legal Legislation	Bills
Bills, Systems	P Systems Bills	
Bills, Tenant rents	P Tenants Rents	Bills
Bills, Utilities	P Utilities Bills	
Binders, Office supplies	P Equipment Office supplies	Binders
Binding machines, Equipment	P Equipment Machines	Binding
Binding service	A Services Binding	
Binoculars, Instruments	P Equipment Instruments	Binoculars
Bins, Appurtenances	P Appurtenances Bins	
Bins, Maintenance equipment	P Equipment Maintenance	Bins
Biographical sketches, Publicity	A Publicity, Sketches	
Bird repellents, Protective equipment	P Equipment Protective	Bird repellents
Birds, Pests	S Pests Birds	
Bitts, Appurtenances (see)	P Appurtenances Mooring racks	
Biweekly reports	A Reports Biweekly	
Blackboards (see)	P Equipment Furniture & furnishing	Bulletin boards
Blades, Snow (see)	P Equipment Snow Removal	Plows
Blankets, Clay	P Construction Elements	Clay Blankets
Blankets, Furniture & furnishing	P Equipment Furniture & Furnishings	Blankets
Blast fences, Appurtenances	P Appurtenances Fences	Blast
Blasting caps explosive, Dangerous articles	S Dangerous articles Explosives	Blasting caps
Blasting earthwork	P Earthwork Blasting	
Blasting explosion emergencies	S Emergencies Explosions	Blasting
Blind flying equipment (see)	P Equipment Instruments	Landing
Blinds	P Equipment Protective	Screens
Block parties, Public relations	A Public relations Block parties	
Blocking & bracing, Shipments (see)	TR Shipments Handling	Shoring
Blood bank program, Health programs	I Personnel Health	Programs (by name)
Blood bank program, Welfare activities	I Welfare Activities	Blood Bank
Blotters, Office supplies	P Equipment Office supplies	Blotters
Blotters, Police protection	S Protection Police	Blotters
Blotters, Souvenirs	A Publicity Souvenirs	Blotters
Blower units, Bags (see)	P Equipment Handling	Lifting Bags
[illegible] equipment	P Equipment Protective	Blowers

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READING LINE	CLASSIFICATION 1	LINE 2
Bays, Waterways	L Waterways Bays	
Beacon lights, Equipment	P Equipment Lights	Beacons
Beams, Construction elements	P Construction Elements	Beams
Bearing blocks, Construction elements	P Construction Elements	Bearing blocks
Bearings, Construction elements	P Construction Elements	Bearings
Beauty salons, Auxiliary services	P Tenants Prospective	Aux svcs Beauty salons
Belt line rail carriers	TR Carriers Rails	Belt lines
Belts, Emergency equipment	P Equipment Emergency	Belts
Benches, Furniture & furnishings	P Equipment Furniture & furnishings	Benches
Benefits, Employee	I Personnel Benefits	
Benefits, Employee claims	I Personnel Benefits	Claims
Benefits, Employee inquiries	I Personnel Benefits	Inquiries
Benefits, Fringe benefits (see also)	F Insurance Fringe benefits	
Benefits, Retirement insurance	F Insurance Retirements	Benefits
Benefits, Retirement insurance	I Personnel Programs	Insurance Retirement
Berth assignments, Tenants	P Tenants Assignments	Berth
Berth clearance, Carriers	TR Carriers Handling	Clearance Berths
Berth indicating signs (see)	P Equipment Signs	Traffic
Berth permits	P Tenants Assignments	Berths
Berthing, Carriers	TR Carriers Handling	Berthing
Berths, Space units	P Space units Berths	
Bicycle racks, Appurtenances	P Appurtenances Racks	Bicycles
Bid quotations, Documents	A Documents Bids	Quotations
Bids awards, Documents	A Documents Bids	Awards
Bids, Appurtenance purchases	P Appurtenance Purchases	Bids
Bids, Documents	A Documents Bids	
Bids, Equipment purchases	P Equipment Purchases	Bids
Bids, Fuel purchases	P Energy Purchases	Bids
Bill clips, Sundries	P Equipment Sundries	Bill clips
Bill investments	F Finance Investments	Bills
Bill registers, Accounts receivable	F Accounts Receivable	Bill registers
Billies (see)	P Equipment Police	Night sticks
Billing authorizations, Accounts receivable	F Accounts Receivable	Billing authorizations
Billing machines, Office	P Equipment Office Machines	Billing
	TR Shippers Bill of lading	

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READING LINE	CLASSIFICATION 1	LINE 2
Banks, Auxiliary services	F Tenants Prospective	Auxiliary services Bank
Banks, Space units	P Space units Banks	
Banners, Equipment	P Equipment Emblems	Flags
Banox (see)	P Equipment Maintenance	Rock salt
Banquettes, Furniture & furnishings	P Equipment Furniture & furnishings	Banquettes
Bar lights	P Equipment Lights	Approach
Barber fixtures, Equipment	P Equipment Store fixtures	Barber
Barber poles, Appurtenances	P Appurtenances Poles	Barber
Barber shops, Auxiliary services	P Tenants Prosepctive	Aux svcs Barber shops
Barber shops, Space units (see)	P Space Units Stores	Barber
Barge loading stations, Structures	P Structures Barge Loading Stations	
Barges, Carriers	TR Carriers Vessels	Barges
Barges, Marine equipment	P Equipment Marine	Barges
Barometers, Instruments	P Equipment Instruments	Barometers
Barometers, Surveying equipment	P Equipment Surveying	Barometers
Barrel trucks, Handling equipment	P Equipment Handling	Barrel trucks
Barrels, Shipment containers	TR Shipments Containers	Barrels
Barricades, Appurtenances (see)	P Appurtenances Barriers	
Barrier gates, Appurtenances	P Appurtenances Gates	Barriers
Barrier, Appurtenances	P Appurtenances Barriers	
Barriers, Protective equipment	P Equipment Protective	Barriers
Base line control, Earthwork surveying	P Earthwork Surveying	Base line control
Baseball diamonds, Space units	P Space units Baseball diamonds	
Basement parking areas, Space units	P Space units Parking	Basement
Basic assumptions, Finance	F Finance Budgets	Basic Assumptions
Basins, Waterways	L Waterways Basins	
Bath rooms, Space units	P Space units Bath rooms	
Bath tubs, Plumbing	P Equipment Plumbing	Bath tubs
Batons, Police	P Equipment Police	Night sticks
Batteries, Automotive equipment	P Equipment Automotive	Batteries
Batteries, Electrical equipment (Ex automotive)	P Equipment Electrical Batteries	
Battery chargers, Electrical equipment	P Equipment Electrical	Battery charges
Battery charging, Carriers	TR Carriers Servicing	Battery charging
Battery racks, Handling equipment	P Equipment Handling	Battery racks
Battery rooms	P Space Units Utility Rooms	
	P Equipment Handling	Jacks

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READING LINE	CLASSIFICATION 1	LINE 2
Background music broadcasts (see)	P Systems Communicating	Public Address
Backing logs (see)	P Appurtenances Barriers	Log
Badges, Identification equipment	P Equipment Identification	Badges
Badges, Identification equipment (see also)	P Equipment Emblems	Shields
Baffle plates, Protective equipment	P Equipment Protective	Baffle plates
Baggage	TR Baggage	
Baggage bins, Appurtenances	P Appurtenances Bins	Baggage
Baggage carts, Handling equipment	P Equipment Handling	Carts Baggage
Baggage counters, Appurtenances	P Appurtenances Counters	Baggage
Baggage doors, Appurtenances	P Appurtenances Doors	Baggage
Baggage elevators, Appurtenances	P Appurtenances Elevators	Baggage
Baggage handling	TR Baggage Handling	
Baggage handling claim checks	TR Baggage Handling	Claim checks
Baggage handling complaints	TR Baggage Handling	Complaints
Baggage handling rates	TR Baggage Handling	Rates
Baggage handling surveys	TR Baggage Handling	Surveys
Baggage rollers, Handling equipment	P Equipment Handling	Baggage rollers
Baggage services	P Concessions & Consumer Services	Baggage
Baggage stations, Space units	P Space units	Baggage stations
Bagging machines, Equipment	P Equipment Machines	Bagging
Bagging shipment handling	TR Shipments Handling	Bagging
Bags, Office supplies	P Equipment Office Supplies	Bags
Bags, Shipping devices	P Equipment Shipping devices	Bags
Balance sheet folders, Accounts	F Accounts Balances	Balances sheet folders
Balances trial, Accounts receivable	F Accounts Receivable	Balances trial
Balances, Accounts	F Accounts Balances	
Balconies (see)	P Appurtenances Galleries	
Baling, Shipment handling	TR Shipments Handling	Baling
Baloptican	P Equipment Photographic	Projectors
Bands & bolts, Construction elements	P Construction Elements	Bands & bolts
Bank accounts	F Accounts Bank	
Bank accounts reconciliation	F Accounts Bank	Reconciliation
Bank deposits	F Accounts Bank	Deposit
Bank loans, Securities	F Securities Bank Loans	
	P Space Units Vaults	Bank

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READING LINE	CLASSIFICATION 1	LINE 2
Automobile insurance	F Insurance Automobile	
Automobile jacks	P Equipment Handling	Jacks
Automobile scrubbing machines	P Equipment Machines	Scrubbing Automobile
Automotive Workshops, Space Units	P Space Units Shops	Automotive
Automotive accessories	P Equipment Automotive	Accessories
Automotive equipment	P Equipment Automotive	
Automotive insurance	F Insurance Automobile	
Automotive race tracks	P Space Units Race Tracks	Automotive
Automotive study committee, Organization	A Organization Committees (by name)	
Automotive wrecking services	P Concessions Automotive Wrecking	
Autotypist services	A Services Autotypist	
Auxiliaries, Electrical systems	P Systems Electrical	Auxiliaries
Auxiliaries, Shipment storage	TR Shipments Storage	Auxiliaries
Auxiliary services, Tenants prospective	P Tenants Prospective	Auxiliary Services
Availability, Fuel (see)	P Energy Requirements	
Availability, Space units	P Space units Availability	
Average grade plan (see)	I Jobs Authorizations	Average Grade Plan
Avigation banking, Carriers	TR Carriers Avigation	Banking
Avigation hazards, Carriers	TR Carriers Avigation	Hazards
Avigation obstruction hazards, Carriers	TR Carriers Avigation	Hazards Obstructions
Avigation patterns, Carriers	TR Carriers Avigation	Patterns
Avigation, Carriers	TR Carriers Avigation	
Avigational aids (see)	P Equipment Instruments	
Awards, Accident prevention programs	S Accidents Prevention Programs	Awards
Awards, Employee	I Personnel Motivation	Awards
Awards, Incentive Compensation	I Personnel Programs	Incentive Compensation
Awards, Public relations	A Public relations Awards	
Awards, Publicity	A Publicity Awards	
Awls, Tools	P Equipment Tools	Awls
Awnings, Protective equipment	P Equipment Protective	Awnings
Axes, Emergency equipment	P Equipment Emergency	Axes
Axes, Tools (except rescue)	P Equipment Tools	Axes
Axle treadles (see)	P Equipment Instruments	Registers
BTU meters, Systems (see)	P Systems Meters	BTU
Baby service areas	P Space Units Nurseries	
Back up areas, Space units	P Space units Back up areas	

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READING LINE	CLASSIFICATION 1	LINE 2
Assignments, Systems	P Systems Assignments	
Assignments, Tenants	P Tenants Assignments	
Assignments, Toll	F Tolls Assignments	
Assists, Motor traffic	TR Traffic Motor	Assists
Assists, Protection (by name)	S Protection Assists	
Asylum, Protection	S Protection Asylum	
Atomic energy	P Energy Atomic	
Attachments, Equipment	P Equipment Attachments	
Attendance reports	I Time Reports	Attendance
Attended public telephone services	A Services Telephone	Public Attended
Atterberg limits, Earthwork stabilization	P Earthwork Stabilization	
Audio visual services	A Services Audio Visual	
Auditoriums, Space units	P Space units Auditoriums	
Audits, Accounts	F Accounts Audits	
Audits, Files	A Organization Filing	Audits
Audits, Independent	F Accounts Audits	Independent
Audits, Internal	F Accounts Audits	Internal
Audits, Outside	F Accounts Audits	Outside
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Authorizations, Delegated	A Authorizations Delegated	
Authorizations, Federal	A Authorizations Federal	
Authorizations, Interim	A Authorizations Delegated	
Authorizations, Jobs	I Jobs Authorizations	
Authorizations, Municipal	A Authorizations Municipal	
Authorizations, Recess	A Authorizations Recess	
Authorizations, Safe Combinations	A Authorizations Safe Combinations	
Authorizations, Signatures	A Authorizations Signatures	
Authorizations, State	A Authorizations State	
Authorizations, Travel	TR Travel Authorizations	
Authorized position record (see)	I Jobs Authorization	
Auto call, Communicating equipment	P Equipment Communicating	Auto call
Autoettes	P Equipment Automotive	Scooters
Automatic collectors toll equipment	P Equipment Toll	Automatic collectors
Automatic elavators, Appurtenances	P Appurtenances Elevators	Automatic

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READING LINE	CLASSIFICATION 1	LINE 2
Areas, Account classifications	F Accounts Classifications	Areas
Arm bands, Identification equipment	P Equipment Identification	Arm bands
Armored car service, Toll	F Tolls Deposits	
Army areas, Space units	P Space units Government	Army
Army cots	P Equipment Furniture Furnishings	Cots
Arrangements, Board room services	A Services Board room	Arrangements
Arrangements, Promotion	A Promotion Arrangements	
Arrangements, Public relations	A Public relations Arrangements	
Arrangements, Publicity	A Publicity Arrangements	
Arrangements, Services	A Services Arrangements	
Arrest reports	S Protection Reports	Arrest
Arresting gear, Aircraft	P Equipment Aircraft	Arresting gear
Arrivals, Carriers	TR Carriers Scheduling	Arrivals
Arrivals/departures, Visitors services	A Services Visitors	Arrivals/departures
Articles	A Publicity Articles	
Artificial plants	P Equipment Landscaping	Plants Artificial
As bid drawings, Documents	A Documents Drawings	As bid
As bid drawings, Documents	A Documents Drawings	As built
As built drawings, Planning	A Planning Drawings	As built
Asbestos apparel (see)	P Equipment Uniforms	Emergency Crew
Asbestos, Construction material	P Construction Material	Asbestos
Ash cans, Maintenance equipment	P Equipment Maintenance	Ash cans
Ash trays, Furniture & furnishings	P Equipment Furniture & furnishings	Ash trays
Asphalt kettles	P Equipment Maintenance	Kettles
Asphalt surfaces, Groundways	P Groundways Surfaces	Asphalt
Asphalt tile, Furniture & furnishings	P Equipment Furniture & furnishings	Asphalt tile
Asphalt, Construction materials	P Construction Materials	Asphalt
Assaults, Protection (by name)	S Protection Assaults	
Assessments (see)	F Taxes	
Assignments special, Personnel	I Personnel Assignments	Special
Assignments, Employee	I Personnel Assignments	
Assignments, Equipment	P Equipment Assignments	
Assignments, Groundways	P Groundways Assignments	
Assignments, Police employees	I Personnel Assignments	Police
Assignments, Space units	P Space units Assignments	

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READING LINE		CLASSIFICATION 1	LINE 2
Appurtenance loads	P	Appurtenances Loads	
Appurtenance location	P	Appurtenances Location	
Appurtenance marking	P	Appurtenances Marking	
Appurtenance priorities	P	Appurtenances Priorities	
Appurtenance programs	P	Appurtenances Programs	
Appurtenance purchase bids	P	Appurtenances Purchases Bids	
Appurtenance purchases	P	Appurtenances Purchases	
Appurtenance rates	P	Appurtenances Rates	
Appurtenance rehabilitation	P	Appurtenances Rehabilitation	
Appurtenance removal	P	Appurtenances Removal	
Appurtenance repairs	P	Appurtenances Maintenance	Repairs
Appurtenance replacements	P	Appurtenances Replacements	
Appurtenance requirements	P	Appurtenances Requirements	
Appurtenance restrictions	P	Appurtenances Restricted	
Appurtenance resurfacing	P	Appurtenances Resurfacing	
Appurtenance sales	P	Appurtenances Sales	
Appurtenance servicing	P	Appurtenances Servicing	
Appurtenance specifications	P	Appurtenances Specifications	
Appurtenance storage	P	Appurtenances Storage	
Appurtenance surveys/studies	P	Appurtenances Studies/Surveys	
Appurtenance testing	P	Appurtenances Testing	
Appurtenance transfers	P	Appurtenances Transfers	
Appurtenance usage	P	Appurtenances Usage	
Appurtenance vendors offerings	P	Appurtenances Vendors Offerings	
Apron parking areas, Space units	P	Space units Parking	Area Apron
Apron scrubbing machines, Equipment	P	Equipment Machines	Scrubbing Aprons
Aprons, Groundways	P	Groundways Aprons	
Aquastats, Instruments	P	Equipment Instruments	Aquastats
Arcade areas, Space units	P	Space units Arcade area	
Arcade fingers (see)	P	Appurtenances Arcades	
Arcades, Appurtenances	P	Appurtenances Arcades	
Area inspections, Pests	S	Pests areas Inspections	
Area maps, Account classification	F	Accounts Classificiations	Areas maps
Areas measurements	P	Space Measurements	
	F	Accounts Classifications	Area numbers

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READING LINE	CLASSIFICATION 1	LINE 2
Answering service, Telephone	A Services Telephone answering	
Antennae towers, Stuctures	P Structures Towers	Antennae
Anti Hydro (see)	P Equipment Maintenance	Sealing
Antiaircraft areas, Space units	P Space units Antiaircraft	
Antifreeze, Maintenance equipment	P Equipment Maintenance	Antifreeze
Anvils, Tools	P Equipment Tools	Anvils
Apartment houses, Structures	P Structures Apartment houses	
Apartments, Space units	P Space units Apartments	
Apparel (see)	P Equipment Uniforms	
Apparel shops, Auxiliary services	P Tenants Prospective	Aux svcs Apparel shops
Appearance, Employee	I Personnel Discipline	Appearance
Applicants, Employment (see)	I Jobs Recruitment	
Applications, Construction	P Construction Applications	
Applications, Finance	F Finance Applications	
Applications, Groundway permits	P Groundways Permits	Applications
Applications, Tenant construction (see)	P Tenants Permits	Alterations
Appointments, Employee (see)	I Personnel Assignments	
Appraiser contracts	A Documents Contracts	Appraisers
Approach light piers, Structures	P Structures Piers	Approach light
Approach lights, Equipment	P Equipment Lights	Approach
Approach precision	P Equipment Instruments	Radar
Approach programs	P Approaches Programs	
Approach rehabilitation	P Approaches Rehabilitation	
Approach specifications	P Approaches Specifications	
Approach surveys	P Approaches Studies/Surveys	
Approaches	P Approaches	
Approved products list (see)	P Equipment Maintenance	
Appurtenance Modifications	P Appurtenances Modifications	
Appurtenance alterations	P Appurtenances Alterations	
Appurtenance assignments	P Appurtenances Assignments	
Appurtenance demolition	P Appurtenances Demolition	
Appurtenance evaluation	P Appurtenances Evaluation	
Appurtenance fees	P Appurtenances Fees	
Appurtenance inspections	P Appurtenances Inspections	
Appurtenance installations	P Appurtenances Installations	
Appurtenance inventories	P Appurtenances Inventories	

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READING LINE	CLASSIFICATION 1	LINE 2
Allotments, Construction	P Construction Allotments	
Allowance, Employee expenses	I Personnel expense allowance	
Alloys	P Construction Materials	Metals
Alteration permits, Space units	P Space Units Alterations	Permits
Alteration permits, Structures	P Structures Alterations	Permits
Alteration permits, Tenants	P Tenants Permits	Alteration
Alterations, Appurtenances	P Appurtenances Alterations	
Alterations, Space units	P Space Units Alterations	
Alterations, Structures	P Structures Alterations	
Alterations, Systems	P Systems Alterations	
Altitude regulations, Traffic	TR Traffic Regulations	Altitude
Ambulance service	A Public Relations Cooperation	Ambulance Service
Ambulance service (PA employee)	I Personnel Health	Programs (By name)
Amendments, Documents	A Documents Amendments	
American district telegraph alarms (see)	P Systems Alarms	
Ammeters, Instruments	P Equipment Instruments	Ammeters
Ammunition, Police equipment	P Equipment Police	Ammunition
Amos personnel statistics (see)	I Time Reports	Attendance
Analysis, Accounts	F Accounts Analysis	
Analysis, Costs	F Costs Analysis	
Analysis, Economics	F Economics Analysis	
Analyzers, Test equipment	P Equipment Test	Analyzers
Analyzers, Ventilating systems	P Systems Ventilating	Analyzers
Anchorages, Waterways	L Waterways Anchorages	
Anemometers, Instruments	P Equipment Instruments	Anemometers
Anemotherms, Instruments	P Equipment Instruments	Anemotherms
Animal nuisances	E Nuisances Animals	
Animal odors, Nuisances	E Nuisances Odors	Animals
Animal pen areas, Space units	P Space units Animal pens	
Animal shelters, Structures	P Structures Animal Shelters	
Anniversaries, Special events	A Services Special events	Commemorative ceremonies
Anniversary commendations, Employee	I Personnel Motivation	Commendations Anniversaries
Annual medical schedules	I Personnel Health	Annual Medical schedules
Annual reports	A Reports Annual	
Annual toll passes	P Tolls Passes	Annual

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READING LINE	CLASSIFICATION 1	LINE 2
Aircraft escape stairs	P Equipment Emergency	Stairs
Aircraft landing mats	P Equipment Protective	Landing Mats
Aircraft mail	TR Mail Aircraft	
Aircraft noise, Traffic regulations	TR Traffic Aircraft	Regulations Sound
Aircraft parking areas, Space units	P Space units Parking	Aircraft
Aircraft passengers	TR Passengers Aircraft	
Aircraft refueling units, Maintenance equipment	P Equipment Maintenance	Refueling Units
Aircraft shipments	TR Shipments Aircraft	
Aircraft traffic	TR Traffic Aircraft	
Aircraft traffic regulations, Sound	TR Traffic Aircraft	Regulations Sound
Airport committee, Organization	A Organization Committees	Airport
Airport emergency trucks, Automotive equipment	P Equipment Automotive	Trucks Emergency Airport
Airport master plan	A Planning Master Plan	Airports
Airport regulations	A Regulations Airport	
Airport regulations	TR Carriers Regulations	(airports)
Airports, Federal Aid	F Finance Federal aid	
Airsceco carts	P Equipment Handling	Carts Baggage
Airsickness receptacles, Emergency equipment	P Equipment Emergency	Airsickness receptacles
Airstops	P Space Units Helicopter stages	
Alarm boxes	P Systems Alarms	Boxes
Alarms, Emergencies ex. equipment	S Emergencies Alarms	
Alarms, Police protection	S Protection Police	Alarms
Alarms, Systems	P Systems Alarms	
Albums, Photographic	P Equipment Photograhic	Albums
Alcohol, Energy	P Energy Alcohol	
Alcohol, Maintenance equipment	P Equipment Maintenance	Alcohol
Alcoholism, Employee programs	I Personnel Programs	Health Alcoholism
Alcoholism, Health programs	I Personnel Health	Programs (By name)
Alemiting machines (see)	P Equipment Machines	Greasing
Alert reports, Aircraft (see)	S Emergencies Alarms	
Alerts, Emergencies	S Emergencies Alerts	Alerts
Alerts, Police protection	S Protection Police	Radio All Facility
All facility radio systems	P Systems Communicating	
Allocation, Costs	P Costs Allocation	
Allocation, Fuel	P Energy Allocation	
... ...	P Space Allocation	

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READING LINE	CLASSIFICATION 1	LINE 2
Aid, Financial	F Finance Aid	
Aided, Protection (by name)	S Protection Aided	
Air and marine terminal bonds and notes	F Securities Bonds	Air And Marine Terminal
Air compressors	P Equipment Machines	Compressors
Air conditioners, Furniture and furnishings	P Equipment Furniture and furnishings	Air conditioners
Air conditioning licenses	I Personnel Licenses	Air conditioning
Air conditioning systems	P Systems Air conditioning	
Air conditioning, Carriers	TR Carriers Servicing	Air conditioning
Air cushion vehicle, Carriers	TR Carriers Vessels	Hovercraft
Air cushion vehicle, Machines	P Equipment Machines	Ground effect
Air ducts, Ventilating systems	P Systems Ventilating	Ducts Air
Air filters, Ventilating systems	P Systems Ventilating	Air filters
Air locks, Protective equipment	P Equipment Protective	Air locks
Air pollution	E Pollution Air	
Air purifiers, Maintenance equipment	P Equipment Maintenance	Air purifiers
Air races, Publicity	A Publicity Meets	
Air reservations	TR Travel Reservations (by mode)	
Air rights costs	F Costs Air rights	
Air rights, Real estate	P Real estate Rights air	
Air shows, Publicity	A Publicity Meets	
Air start system	P Equipment Aircraft	Ground power units
Air taxis, Carriers	TR Carriers Aircraft	Air taxis
Air tire meters, Instruments	P Equipment Instruments	Meters Air Tire
Air travel	TR Travel Air	
Air travel cards	TR Travel Cards (by mode)	
Air velocity testers	P Equipment Instruments	Velometers
Air zoning	P Zoning Air	
Aircraft alert reports	S Emergencies Alarms	
Aircraft arresting gear	P Equipment Aircraft	Arresting gear
Aircraft carriers	TR Carriers Aircraft	
Aircraft commercial flight landings	TR Carriers Aircraft	Handling Comm Land
Aircraft commercial flight scheduling	TR Carriers Aircraft	Handling Comm Sched
Aircraft commercial flight take offs	TR Carriers Aircraft	Handling Comm Take offs
Aircraft commercial flights handling	TR Carriers Aircraft	Handling Commercial Flights

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READING LINE	CLASSIFICATION 1	LINE 2
Advances, Accounts	F Accounts Advances	
Advances, Finance	F Finance Advances	
Advances, Travel	TR Travel Advances	
Advertising purchases, Documents	A Documents Advertising	Purchases
Advertising purchases, Publicity	A Publicity Advertising	Purchases
Advertising signs	P Equipment Signs	Advertising
Advertising, Concessions and/or consumer services	P Concessions Advertising	
Advertising, Documents	A Documents Advertising	
Advertising, Employment (see)	I Jobs Recruitment	
Advertising, Public notice USarmy corps of engineers (see)	A Publicity Advertising	
Advertising, Publicity	A Publicity Advertising	
Advices, Shipment movements	TR Shipments Movement	Advices
Aer-o-foam system	P Systems Sprinkler	
Aerial photography	TR Traffic Studies/Surveys	
Aerial tower trucks, Automotive equipment	P Equipment Automotive	Trucks Tower
Aero-stand	P Equipment Handling	Loading steps
Aerocem	P Equipment Maintenance	Sealing
Aeroil kettles	P Equipment Maintenance	Kettles
Aerosoloscope	P Equipment Instruments	Smoke detectors
Affidavit, Fee title	P Real Estate Acquire	
Affirmative action	I Personnel Programs	Affirmative action
Aged trial balances, Accounts receivable	F Accounts receivable	Aged balances trial
Agency contracts	A Documents Contracts	Agencies
Agency, Personnel recruitment	I Jobs Recruitment	
Agenda, Commissioners committee	A Corporate Commissioners	Meetings Committee Agenda
Agenda, Departments meetings	A Organization Departments	Meetings Agenda
Agenda, Organization committee	A Organization Committees	Meetings Agenda
Agents, Corporate	A Corporate Agents (by name)	
Agents, Prospective tenants (see)	P Tenants Prospective	Brokers
Agents, Toll sales	F Tolls Sales	Agents
Agreements average car demurrage	TR Carriers Handling	Demurrage
Agreements charter, Carriers (by kind)	TR Carriers Charter	Agreements
Agreements documents	A Documents Agreements	
Agreements real estate	P Real Estate Acquire	
[illegible] products, Economics	F Economics Agricultural products	

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READING LINE	CLASSIFICATION 1	LINE 2
Account regulations	F Accounts Regulations	
Account revolving funds	F Accounts Revolving funds	
Account signature cards	F Accounts Signature Cards	
Account signatures	F Accounts Signatures	
Account stop payments	F Accounts Stop Payments	
Account verifications	F Accounts Verifications	
Account work papers (by name)	F Accounts Work Papers	
Accounting	F Accounts	
Accounting offices	P Space Units Offices	Accounting
Accounting relief, Toll	F Tolls Cancellation	
Accounting training courses	I Personnel Training	Courses
Accounting training courses, Personnel program	I Personnel Programs	Training P.A.
Accounts	F Accounts	
Accrued liabilities	F Accounts Payable	Accrued Liabilities
Acetylene torches, Maintenance equipment	P Equipment Maintenance	Acetylene torches
Acquire, Real estate	P Real estate Acquire	
Acquisitions, Publications (see)	A Publications Development	
Acquisitions, Publicity	A Publicity Acquisition	
Activities, Welfare	I Welfare Activities	
Activity account classification	F Accounts Classification	Activity
Activity accounts	F Accounts Activity	
Activity numbers, Account classification	F Accounts Classifications	Activity numbers
Addendum, Documents	A Documents Riders	
Adding machines, Office equipment	P Equipment Office Machines	Adding
Address and telephone lists, Communications	A Communications addresses	
Address labeling machine, Equipment	P Equipment Machines	Labeling
Addresses, Publicity	A Publicity Addresses	
Addresses, Space units	P Space units addresses	
Addresses, Structures	P Structures addresses	
Adjacent areas, Structures	P Structures Adjacent area	
Adjustments, Salary	I Salaries Adjustments	
Adjustments, Shipment rates	TR Shipments Rates	Adjustments
Administrative accounts	F Accounts Administrative	
Administrative costs	F Costs Administrative	
	I Personnel Training	Candidates (By type)

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READING LINE	CLASSIFICATION 1	LINE 2
Absence control, Personnel programs	I Personnel Programs	Absence control
Absence control, Time reports	I Time Reports	Absence control
Absence, Long term	I Time Absence	Long term
Absence, Salary deductions	I Salaries Deductions	Absence
Absence, Time	I Time Absence	
Absence, Unauthorized	I Time Absence	Unauthorized
Absorption units, Air conditioning systems	P Systems Air conditioning	Absorption units
Access roads, Approaches	P Approaches Access roads	
Accessories, Equipment	P Equipment Accessories	
Accident claims	S Accidents Claims	
Accident hazards	S Accidents Hazards	
Accident police blotter referrals	S Accidents Police Blotter Referrals	
Accident prevention programs	S Accidents Prevention programs	
Accident reports	S Accidents Reports	
Accident statistics	S Accidents Statistics	
Account accrued liabilities	F Accounts Payable	Accrued Liabilities
Account advances	F Accounts Expense	Advances
Account aged trial balances	F Accounts Receivable	Aged balances trial
Account allocation	F Accounts Allocation	
Account analysis	F Accounts Analysis	
Account audits	F Accounts Audits	
Account balances	F Accounts Balances	
Account change funds	F Accounts Change funds	
Account charge backs	F Accounts Charge backs	
Account classifications	F Accounts Classifications	
Account credit cards	F Accounts credit cards	
Account delinquent	F Accounts Delinquent	
Account deposits	F Accounts Deposits	
Account discount	F Accounts Discounts	
Account drafts	F Accounts Drafts	
Account endorsements	F Accounts Endorsements	
Account general ledger	F Accounts General ledger	
Account journal vouchers	F Accounts Journal vouchers	
Account overages and shortages	F Accounts Overages and shortages	
Account reconciliations	F Accounts Reconciliations	
	F Accounts Recoveries	