

TRANSMITTAL OF GOVERNMENT RECORDS

ACCESSION NO.

62-A1439

RECORD GROUP NO.

330

INSTRUCTIONS.—Submit this form to your area GSA regional office. When submitting to GSA region 3 office, Washington, D. C., submit an original and two copies. When submitting to other GSA regional offices, submit an original and one copy only.

1. FROM (Name and address of agency transferring the records)

Office Asst. Secy. of Defense (Compt)

Acctg., Finance & Audit Policy

3-C-833, The Pentagon

2. AGENCY WHICH CREATED RECORDS (If different than transferring agency)

3. AGENCY OFFICIAL AUTHORIZING TRANSFER (Signature)

Deputy Comptroller for
Accounting

DATE

25 Oct 1961

4. CUSTODIAN OF RECORDS IN TRANSFERRING AGENCY (Name, address, and telephone number)

Miss Julia C. Bruce, Rm 3-C-833, The Pentagon - X-75358

5. DESCRIPTION OF RECORDS (With inclusive dates. Use reverse if additional space is required)

Subject files representing correspondence on important accounting, finance and audit policy matters affecting the Department of Defense and other government agencies, such as General Accounting Office, Treasury Department, State Department, Veterans Administration, General Services Administration, etc. The following Major and Minor subject file dividers and folders are attached:

PROPERTY ACCOUNTING

Definitions of Property Accountability and Responsibility (4/7/49 - 11/10/49)

"Federal Inventory Control System" by GAO, BuBud and Treasury Dept. (6/27/49)

Operating Supplies and Equipment in Air Force, Accounting For (2/10/49)

(continued on reverse)

6. RESTRICTIONS ON USE OF RECORDS (If no restrictions, write "none")

NONE

7. ARE THESE RECORDS COVERED BY AN AUTHORIZED DISPOSAL SCHEDULE?

☒ YES (If "yes," identify schedule)

☐ NO

15B 08-3

8. CUBIC FEET OF RECORDS TRANSFERRED

2 boxes

9. CUBIC FEET OF RECORDS DISPOSED OF IN AGENCY

10. SQUARE FEET OF SPACE RELEASED

Office

Storage

LOCATION

11. FILING EQUIPMENT (Enter, where applicable, quantity of each type):

	FILING CABINETS		TRANSFER CASES		OTHER (Specify)
	STEEL	WOOD	STEEL	WOOD	
EMPTYED AND RETAINED AT AGENCY	1 drawers				
RECORDS SHIPPED IN			2 T/B Boxes		
TO BE RETURNED					

CUBIC FEET OF SHELVING EMPTYED AT AGENCY

DO NOT WRITE BELOW THIS LINE

HOWARD V. BAUTE
CHIEF, ACC & DISPOSAL SEC.

MIL REC BR, FRC

CSA REGION 3

FRANKLIN E. UNION STS. ALEX. MD.

FEDERAL RECORDS CENTER ADDRESS

SIGNATURE

Howard V. Baute

Organization) Personnel Qualifications
Property Accounting, Study of (10/11/49
2/6/50)

Pricing Policies (8/15/49 - 1/13/50)

Principles & Standards Prescribed By The
Comptroller General (3/25/49 - 11/4/52)

Property Classifications From The Accounting
Standpoint (7/6/49 - 2/21/50)

Reference Material on Property Accounting -
Department of Defense (11/2/50)

Stores Accounting (9/20/49 - 11/4/49)

Supplies Inventory Accounting (3/23/49)

PROPERTY, PERSONAL

PERSONAL EFFECTS

Lost, Abandoned, or Unclaimed Personal
Property of Individuals, Disposition of
(4/14/49 - 11/3/51)

EXCHANGE OR SALE

Arizona, Sales of Surplus Property To
(10/22/57 - 6/10/58)

TRANSFERS

Army-Air Force Division of Supplies,
Equipment and Property (10/4/48 - 2/18/49)

PROPERTY, REAL

Reference Inventory System of Installations
(6/2/59 - 7/27/59)

PUBLICATIONS

Navy Regulations, 1948, Proposed Changes To
(6/29/56 - 10/22/56)

ARTICLES FOR PUBLICATION

Articles By Bordner And Others -1948 -1957

RAILROAD RETIREMENT BOARD

Military Service of Railroad Employees
Covered By Railroad Retirement Act
(5/10/57 - 6/27/57)

RECORDS

Unit Records Involving Military Pay,
Authority For Destruction of (3/23/50 -
5/26/50)

RTS

APPROPRIATIONS

Expired Appropriations, Frequency of Reports
On Status of (8/11/50 - 10/26/50)

Procurement Appropriations And Contract
Authorizations, Monthly Reports Re (3/9/49 -
5/3/49)

GENERAL

Daily Treasury Statement, Study Re
(8/26/57 - 9/10/57)

Review and Analysis of Financial Reports,
Responsibility For (5/25/51 - 6/5/51)

Secretary of Defense's Annual and Semi-
Annual Reports to Congress (4/27/48 -
11/7/51)

MANAGEMENT IMPROVEMENT

DOD Management Improvement Reports -
1950-53 (9/12/50 - 8/13/53)

MISCELLANEOUS

"Financing of Air Power" by Curtiss-Wright
Corporation (4/3/52 - 6/27/52)

Television Presentation of Reports & Graph-
ic Charts by B. I. Padgett (12/17/48 -
8/7/50)

Vinson-Trammell Act, Reports Required By
(11/23/48 - 1/7/49)

PROCUREMENT

Army Reporting System In Supply & Procure-
ment, Review of (Pearson Report) (May/51 -
3/16/53)

REVOLVING FUNDS

Corps of Engineers Revolving Fund - Ex-
tension of Fund to Include Payroll of
Certain Employees (7/3/58 - 3/24/59)

Natural Fibers Revolving Fund (10/5/48 -
4/18/49)

SECURITY

Cost of Industrial Security Program

Interdepartmental Services (12/27/49 -
10/7/59)

VICES

SPEECHES

Borlner's Speeches - 1948-1955
(4/27/48 - 5/15/55)

Others' Speeches - 1948 - 1954
(7/29/48 - 9/13/54)

STOCK FUNDS

ARMY

Statements On Army Stock Fund Presented
to Bureau of Budget In June-July 1958
(6/24/58 - 7/58)

GENERAL

Establishment of Stock Funds in
National Military Establishment (9/15/48-
5/22/52)

Review of DOD Stock Funds and Consumer
Funding Operations in Europe (2/18/58)

Std. Form 1080 Covering Stock Fund
Sales, Exemption From Requirements of
Gen. Reg. 98 In Preparation of (6/28/51-
9/28/53)

NAVY

Clothing & Small Stores Fund -Consoli-
dation With Navy Stock Fund (8/18/50 -
11/29/50)

Decapitalization of Stock Fund Items
(7/11/55 - 10/21/55)

Losses in Navy Stock Fund, Study Re
Handling Of (1/25/49 - 8/7/50)

Miscellaneous (12/16/49 - 4/9/53)

SUGGESTIONS

Employees' Suggestions (1/15/48 -
12/29/58)

Persons Outside Government, Suggestions
From (9/15/48 - 11/8/57)

SUPPLY

GENERAL

Basic DOD - CSA Relationships (3/16/54)

Cataloging and Classification Program
of DOD (5/8/53)

SUPPLY (CONT'D.)

GENERAL (Cont'd.)

Criteria For Determining Method of Supply (10/28/53 - 6/18/54)

Military Interdepartmental Purchase Requests (MIPRs), Reproduction of Signatures on (1/28/54 - 5/25/54)

MANAGEMENT

Advantages of Financial Stores Accounting To Supply Management (7/6/50)

Functional Relationship of Supply and Fiscal Management (1/5/51 - 1/18/51)

SYSTEMS

Stock Funds From Standpoint Of Relation To The Supply System Administration (3/1/49)

Surveys of Department of Defense Supply System (6/30/49 - 3/7/52)

TAXES, FEDERAL

Income Tax - Collection From Inductees And Enlistees of Taxes Deferred Under Soldiers' & Sailors' Civil Relief Act of 1940 (2/28/55 - 3/29/55)

Income Tax - Exemptions For Service In Combat Areas (12/22/50 - 1/3/51)

Income Tax - Withholding From Pay of Military and Civilian Personnel (8/11/48 - 10/12/55)

TAXES, STATE & LOCAL

California - Personal Property Taxes Being Collected Illegally From Govt. Contractors (1/6/58 - 1/11/58)

TRANSPORTATION AND TRAVEL ALLOWANCES

Common Carriers Indebted To U.S., Collection & Accounting Procedures Re

Reimbursement For Use of Military Aircraft By Congressional (Judd) Committee (10/13/53 - 4/16/54)

TRANSPORTATION & TRAVEL ALLOWANCES

Shipments On Prepaid Commercial Bills
of Lading (10/10/49 - 1/24/50)

Standardized Government Travel Regu-
lations (BOB), Proposed Amendments
To (12/28/59 - 2/12/60)

Transportation - Miscellaneous
(2/19/52 - 4/18/60)

Travel Allowances - Miscellaneous
(3/6/53 - 2/18/59)

WORKING-CAPITAL FUNDS

Extension of Working-Capital Fund
Application, Method of Congressional
Approval of (8/15/55 - 8/26/55)

Prohibition in FY '52 Appropriation
Act Re Transfer of Appros. or
Property To Working-Capital Funds
(8/8/51)

Sales of Surplus Property, Disposition
of Proceeds of (11/15/49 - 9/11/50)