

STANDARD FORM 135
JULY 1961 EDITION
GENERAL SERVICES ADMIN.
REG. 3-IV-302.00

**RECORDS TRANSMITTAL
AND RECEIPT**

TO BE COMPLETED

AT FEDERAL RECORDS CENTER

ACCESSION NO.

64-A2353

RECORD GROUP NO.

330

SIGNATURE

James J. Hope

DATE RECORDS RECEIVED

27/24/64

INSTRUCTIONS

Send original and two copies to appropriate
Federal Records Center.

EXCEPTION—Send original and three copies to the
Alexandria, Virginia, Center

FROM: (Name and address of Agency transferring records)

**ASD(Installations and Logistics)
38313, Pentagon**

TITLE

HOWARD V. BAUTE

TO:

CHIEF, AGC & DISPOSAL SEC
FEDERAL RECORDS CENTER, GSA
FRANKLIN & UNION STS., ALEX., VA.
22314

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY

2. SQUARE FEET OF SPACE CLEARED

Uncl and Conf

NONE

FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS
TRANSFERRED

27 ✓

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

5. NAME OF AGENCY CUSTODIAN OF RECORDS

6. BUILDING AND ROOM NO.

7. TELEPHONE NO.

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE?

Pentagon 38313

71500

9. AGENCY OFFICIAL (Signature)

J. S. TWITCHELL

10. TITLE

J. S. TWITCHELL
Records Administrator
OSD Records Administrator

11. DATE

FEB 13 1964

12. BOX NUMBERS

FRC ONLY

AGENCY

13.

DESCRIPTION OF RECORDS WITH INCLUSIVE DATES
(Show organizational component creating records)

14. DISPOSAL AUTHORITY
(Schedule and Item No.)

I&L

#

1-27

Record Files of the Assistant Secretary of Defense
(Installations and Logistics) arranged according
to the Dewey Decimal File System consisting of
correspondence, memoranda, reports and other papers
pertaining to plans, programs, and policies affecting
requirements, procurement, production, transportation
communications, small business, supply management,
family housing, leasing and acquisition of real
property and land, closure of installation, economic
conditions effecting states after closure, military
construction, cost reduction for the military
departments

OSD

Adm Instr
15/5

01-3

1961 Unclassified1961 Confidential

E.L.

Box # 1

003 Religion
 000.7 Publicity and Public Press
 000.8 Educational Institutions, Civil
 001 Celebrations, Conventions, Fairs
 003 Standards, Tables and Measures
 004 Commercial Enterprises, Plants
 Projects and Small Business
 004.03 Output, Capacity and Facilities
 004.04 Industrial Mobilization, Production
 Allocation
 004.06 Labor Conditions, Unemployment

15/5

01-3

Box # 2

004.06 Labor Conditions, Unemployment(Cont)
 004.07 Labor Disputes and Strikes
 005 Charity and Gratitude (presents)
 010 Laws and Legal Matters
 012 Taxation and Tariff
 014 Governors
 018 Loans
 019 Insurance
 020 Department of the Army
 031 Executive Branch of Govt (President
 White House
 032.1 Congress(U S) Acts of , Jnt Committees
 032.2 House of Representatives, by Name
 and Committees

Box # 3

032.2 House of Representative, By Name
 and Committees
 032.3 Senate (US) Senators By Name
 and Committees

Box #4

032.3 Senator (US) Senators by Name
 and Committees (Cont)
 040 Executive Department of the US Govt
 DOD, Commerce, State, etc
 045.1 Department of the Navy (SecNav)
 045.2 Bureau of the Navy
 045.3 Marine Corps
 050 Statistics
 060 Charts, Maps, Mosaic Drawings,
 Photographs, Motion Pictures
 070 Inventions, Patents
 080 Associations, and Societies
 091 Foreign Countries
 092 International Affairs and Relations
 093 States and Countries (US)

ASD(Installation:Log)

REL	<u>Box # 4 (Cont)</u>	Companies by Name - A
	095	
	<u>Box # 5</u>	Companies by Name - A - Z D
	095	
	<u>Box # 6</u>	Companies by Name D - K
	095	
	<u>Box # 7</u>	Companies by Name L - R
	095	
	<u>Box # 8</u>	Companies by Name S - XYZ
	095	
	<u>Box # 9</u>	
	110	Appropriations Budget, etc Cost Reduction
	130	Accounting for funds and money
	123	Currency
	140	Accounting for property, stores and supplies
		Stock Fund Inventories
	160	Contracts
	<u>Box # 10</u>	
	160	Contracts (Cont)
	160	Armed Services Procurement Regulations
	163	Bids (contracts, advertising, etc)
	200.2	Identification, methods and systems
	800.4	Travel Duty
	200.6	Awards, Commendations, Decorations
	201	Personnel by Name
	<u>Box # 11</u>	
	201.22	Commendations, pertaining to individual or group
	230	Civilian Employees
	240	Pay and Allowances
	248.8	Cash awards for suggestions
	250	Discipline
	291.2	Discrimination (Complaints)
	300.1	Orders, Bulletins, Memos, Manuals
		DOD Directives and Instructions
	311	Communications, methods and systems
	311.1	Mail
	311.2	Telegraph, Methods and Procedures
	311.23	Radio
	311.25	Television
	311.3	Telephones
	312	Correspondence, Glasses, Forms, etc
	313	Records, making and keeping and using
	315	Blank Forms

T&L

Box #11 (Cont)

319.1 Reports, General

Box #12

319.1 Reports, General (Cont)
320 Organization of the Military Depts
SecDef, etc
320.2 Strength of military Departments
323 Installations, Geographical, dynamic

Box #13

323 Installations, by Names (Cont)
334 Committees, Boards Commissions
Councils and Groups

Box #14

334 Committees, etc (Cont)
335 Emors and Groups, Ceremonies
337 Conferences and Meetings
350.001 Addresses, Lectures and Speeches
352 Service Schools and Staff Colleges
353 Training
354 Camps and Maneuvers
360 Aviation and Aeronautics
360.2 Development and Research, Logistics
Research Projects, PEINT
370 Employment, Operations, and movements
of Troops
380.01 Safeguarding military information
381 Security, Alert Plans, Warning Systems

Box #15

400.1 Selection and Adoption of Equip
400.112 Analyses, Tests
400.1141 Specifications
400.13 Procurement
400.1301 Priority
400.15 Cataloging
400.16 Marking, Packing and Inspecting
400.173 Manufacturers authorized at arsenals
or depots by operatives

Box #16

400.173 (Cont)
400.19 Data and Statistics
400.2 Transfer storing of equipment
400.24 Storing and Storage of supplies
400.301 Distribution - Single Manager
400.314 Data or estimates as to need for Organization

ASD(Installations &Log)

TEL

Box #16(Cont)

400.4 Using, wearing,utilization, Maintenance
and operation and methods
400.7 Disposition of surplus

Box #17

400.7 Disposition of surplus
400.9 Salvaging
410.2 Metals, all classes
410.4 Minerals and ores
411 Building and other material
412 Electrical,heating, mechanical
and plumbing equipment
413.1 Tools and Implements
413.4 Telephone and telegraph
413.5 Office Machines, Photographic
Machines
413.6 Jewel bearings
413.7 Drawing, navigation, nautical
surveying instruments
413.8 Machine Tools

Box #18

413.8 MachineTools
414 Furniture,Utensils
415 Posters, Signboards
420 Clothing and Equipage
430 Subsistence Stores
438 Supplies for cleaning,disinfecting
laundering andpreserving
440 Medical,Surgical and Veterinary
Instruments
441 Chemicals and Drugs
451 Vehicles
452 Aircraft andAeronautical Supplies

Box #19

452 Aircraft andAeronautical Supplies
Competitive procurement of Aero Spares
Parts/ prep by Harbridge House
453 Railway Equipment
457 Packing supplies and materials for
packing
461 Publications, Books
462 Office Supplies, Stationery,Paper
463 Fuel, light water and power
471 Ammunition
472 Cannons or Guns
474 Small Arms

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I&L

Box #20

474	Small Arms
510	Transportation of Persons
520	Transportation of Property and Supplies
523.8	Ammunition and Explosives
530	Transportation by Land

Box #21

540	Transportation by Water
550	Transportation accounts, tariffs Tickets and Rates
560	Army Transport Service, Vessels and Boats (All types)
580	Transportation by Air
581	Airlift
600.1	Construction and Installations

Box #22

600.1	Construction and Installations
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Box # 23

600.1	Construction and Installations
601	Acquisition of real property or land

Box #24

601	(Cont)
601	Presido (California)
602	Disposition of Real Property or land

Box #25

602	Disposition of Real Property or land
620	Barracks and Quarters

Box #26

620	Barracks and Quarters
632	Dental Offices, Dispensaries, Hospitals
633	Storehouses
635	Factories, Shops, Labs (Govt)
660	Fortifications

Box #27

660	Fortifications
670	Plants and Systems
680	Reservations
720	Health and prevention of Disease
729	Protection of Life from casualties and accidents
800	Rivers Harbors and Waterways

Box 427

Official Munitions Production of the United States
By Numbers per Program/prepared by Civilian Production Administration
May 1, 1947

Proposed Press Release - Reassignment of duties of the Assistant
Secretary of Defense for Research and Development and
Applications Engineering 6 Sep 56

Black Notebook /Material on Key West Agreement
Correspondence concerning Mr. J. Sterling
Livingston of Harbridge House, Inc

Pink Chrono files of the office of the Assistant Secretary
of Defense , Properties and Installations.
These served as the Record Files Copies of that
Office Jan 1961 - portion Feb 1961 SECRET

Manned Aircraft Weapon Systems / A Report prepared by
the AdBoc Study Group July 1956