

STANDARD FORM 135  
JULY 1961 EDITION  
GENERAL SERVICES ADMIN.  
FPMR (41 CFR) 101-11.4

# RECORDS TRANSMITTAL AND RECEIPT

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO.

330-75-013

RECORD GROUP NO.

## INSTRUCTIONS

Send original and two copies to appropriate  
Federal Records Center.  
**EXCEPTION**—Send original and three copies to the  
Alexandria, Virginia, Center

SIGNATURE

*Robert Butler*  
Chief  
Accession & Disposal Branch

DATE RECORDS RECEIVED

FROM: (Name and address of Agency transferring records)

OASD/ISA  
Vietnam Task Force  
Pentagon

TO: Federal Records Center, GSA  
Washington National Records Center  
Washington, D.C. 20409

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

TOP SECRET &amp; BELOW

2. SQUARE FEET OF SPACE CLEARED

3.

FILING EQUIPMENT EMPTIED

4. CUBIC FEET OF RECORDS  
TRANSFERRED

A. OFFICE

B. STORAGE

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

16

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mrs. Gertrude L. Morick

6. BUILDING AND ROOM NO.

Pentagon, 4 D 825

7. TELEPHONE NO.

OX7-7204

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? ☐ YES ☐ NO

9. AGENCY OFFICIAL (Signature)

*James J. [illegible]*

10. TITLE

OSD, Records Administrator

*James J. [illegible]*  
DATE 10/14/75

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.)

The office of the Assistant Secretary of Defense, International Security Affairs is the principal staff assistant to the Secretary of Defense in the functional field of international security. Functions are as follows: Monitors Department of Defense participation in International Security Affairs; establishes defense policies; develops defense policies on foreign economic affairs, arms control and disarmament; monitors agreements with foreign governments on military facilities, operating rights, and status of forces; develops, plans, coordinates and administers the Military Assistance & Sales Program; plans, organizes, and monitors the activities of Military Assistance Advisory Groups & Joint Military Advisory Groups and Training Missions; Provides policy guidance on United States Missions, International Organizations and Conferences (North Atlantic Treaty Organization (NATO), Central Treaty Organization (CENTO), and South East Asia Treaty Organization (SEATO)).

Box 1 Misc SecDef memos on Vietnam 1966-1971; Misc JCS memos 1967-70; various Vietnam trip reports; Alternative Strategies for Vietnam; CIA/DIA Vietnam assessments 1967-71; INR Notes 1967-71; Negotiations-1968.

Admin Instruct  
15/5 Para 01-3  
Permanent

Box 2 Misc USG Assessments of Vietnam Situation 1967-71; Trip Reports 1967-71; Misc Vietnam Studies 1964-1970; RVNAF Effectiveness 1967-68; GVN assessments 1968-69; Background Papers 1968-69; External Research Studies on Vietnam 1968-69.

Loc: 02/80:30-5

REF

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. FPMR (41 CFR) 101-11.4		RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY  OASD/ISA	DATE  29 May 74
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
	Box 3	VNTF Chronological files of LTC Williams, Principal Assistant for Vietnam Jul 1967-Jul 1969.		
	Box 4	VNTF Chronological files of LTCs Williams and Brachtenbach August 1969-January 1972.		
	Box 5	VNTF Chronological files Feb 1972-Sept 1972; Background on Vietnam for SecDef-1973; MASF Program in SEAsia-1972; Graphical Display of Vietnamization; Vietnam Task Force Activities 1-20 May 1971; Briefing & Charts on Vietnamization-1972 edition; Charts on Vietnamization-1971 edition; Assessment of air & Naval Campaign Against NVN-1972; Misc Congressional Correspondence; Interpretation of Peace Agreement; PDASD/ISA Background book-1972; Misc Studies and reports on Vietnam; draft NSSM 112.		
	Box 6	Misc Studies on Vietnam; Misc Trip Reports; Mini-gun Ships for Vietnam; MACV CORDS ADP Contact; VTZG Handouts; Vietnamization Charts-1970-71; Fact Sheets to SecDef; F-5E to SVN; Col Farnham's Congressional File.		
	Box 7	Fact Sheets, etc for Congressional Hearings; Vietnam TF activities 1-20 May 1971; Speeches for various Congressional amendments on Vietnam; Misc Congressional Correspondence; Taking Stock 1971/72.		
	Box 8	Various fact sheets to SecDef 1972-73; Congressional Briefing Book 18 Apr 1972; Data Book on Vietnam; Tape Recordings & Colored Slides on SVN.		
	Box 9	Various Leverage Policy Papers; taped answers for inquiries; National Intelligence Survey on NVN; Congressional Background Book, 8-9 May 72; Administration/Personnel Data on VNTF, etc.		
	Box 10	Weekly Activity Reports of Vietnam Section/Vietnam Task Force 1968-73; Thompson Briefing 1970; Congressional Backup Book 9 Aug 72; etc.		
	Box 11	VNTF Congressional Correspondence Files 1967-70.		
	Box 12	VNTF Congressional Correspondence Files 1967-71.		
	Box 13	VNTF Congressional Correspondence Files Dec 1970-Apr 72.		
	Box 14	VNTF Congressional Correspondence Files May 72-Jun 73.		
	Box 15	List of Questions & Answers for Mr. Warnke - 20 Nov 67; Report on the War in Vietnam; the Viet Cong "TET" Offensive 1968; Speech & Public Statements - 1965; SecDef Statement FY72 & FY73; SecDef Final Report to Congress Jan 69-Jan 73; US Foreign Policy for 1970's		

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DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

DISPOSAL AUTHORITY

Box 15 1971 and 1972; Report of Ambassador 1970 & 1971  
(contd)

Box 16 VNTF Actions 6 May-25 May 72; Fact Sheets on SVN-1972;  
A Political Strategy for Vietnam-1968; USG speeches  
1964-65; 1972. Misc pamphlets and papers on Vietnam.