

**RECORDS TRANSMITTAL
AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO.

69-A-2228

RECORD GROUP NO.

330

SIGNATURE

DATE RECORDS RECEIVED
NOV 8 1968

TITLE

Under Sec. 552(b)(7)(C), 5 U.S.C. 552

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)

Personnel Division, OASD (Admin)

Office of the Secretary of Defense

Pentagon, Arlington, Va.

TO: ~~Federal Records Center, GSA~~ (Suitland, Md.)

~~Alexandria, Va. 22314~~

Washington National Records Center, GSA
Washington, D.C. 20409

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

Unclassified

2. SQUARE FEET OF SPACE CLEARED

A. OFFICE

B. STORAGE

3.

FILING EQUIPMENT EMPTIED

A. FILE CABINETS (No.)

B. TRANS. FILES (No.)

C. SHELVING (Lin. Ft.)

4. CUBIC FEET OF RECORDS
TRANSFERRED

12 2

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mr. Burton B. Moyer, Jr.

6. BUILDING AND ROOM NO.

Pentagon, 3B-264

7. TELEPHONE NO.

74212

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

9. AGENCY OFFICIAL (Signature)

James S. Nash

JO. TITLE
James S. Nash

OSD Records Administrator

11. DATE
18 SEP 1968

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.)

Box 1

Training, Federal, Cost, 1966-67

OSD Adm Instr 15/5

03a-12(b)

Training, Non-Government, Cost, 1966-67

03a-12(b)

Training, Outside OSD, No-Cost, 1966-67

03a-12(b)

Training, Miscellaneous Correspondence, 1966-67

03a-12(b)

Box 2

Training, Defense Management Systems Course,
1966-67

03a-12(b)

Training, PERT, 1966

03a-12(b)

Training, Reading Improvement Course, 1964-67

03a-12(b)

Training, WOA, 1964-1965

03a-12(b)