

FORM 135
EDITION
JULY 1961
SERVICES ADMIN.
14-302.00

RECORDS TRANSMITTAL AND RECEIPT

TO BE COMPL / AT FEDERAL RECORDS CENTER

ACCESSION NO.

63-A1574

RECORD GROUP NO.

330

SIGNATURE

James V. Baute

DATE RECORDS RECEIVED

11-29-62

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)

Correspondence Control Section
Office of the Administrative
Secretary, OSD

TITLE

HOWARD V. BAUTE

TO:

CHIEF, ACC & DISPOSAL SEC.

FEDERAL RECORDS CENTER, GSA

GSA REGION 3

FRANKLIN & UNION STS. ALEX, VA.

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

Restricted to use of OSD agencies.

TOP SECRET is highest classification.

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.)

22

5. NAME OF AGENCY CUSTODIAN OF RECORDS

T/Sgt James T. Bowles

6. BUILDING AND ROOM NO.

3A948 - Pentagon

7. TELEPHONE NO.
OX 792858. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? ☐ YES ☐ NO

9. AGENCY OFFICIAL (Signature)

J. T. Bowles for

10. TITLE

OSD Records
Administrator

11. DATE

21 Nov 62

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.)

1-24

Subject files of Secretary and Deputy Secretary of
Defense for 1959, with 3 x 5 card indices.

Filing Manual is in box #1.

TS listing attached.

Boxes 1-2 are TOP SECRET - (R) - Beg 12/4/5: 3

Box 3-24/24 (U-S) - Beg 12/24/48B; 23-24

Box 21-24/24 are half size boxes

Box #6 = TOP SECRET
Box #17
see attached OSD memo

Administrative
Instruction
15/5 01-3.