

**RECORDS TRANSMITTAL  
AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

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ACCESSION NO.

66-A3148

RECORD GROUP NO.

330

**INSTRUCTIONS**

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

SIGNATURE

*Howard V. Baute*  
HOWARD V. BAUTE  
CHIEF, ACC & DISPOSAL SEC.

DATE RECORDS RECEIVED

10/24/65

FROM: (Name and address of Agency transferring records)

Directives Section BR. OASD (ADMIN) DIV  
Office of the Correspondence & Directives Sec  
Office of the Secretary of Defense, DOD

TO:

Middle RECS Center, GSA  
Midd RECS Center, GSA  
Cameron and Union Streets  
Alexandria, Virginia 22314

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

Highest classification SECRET - Access limited to those authorized by OSD Records Administ

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.)

3

5. NAME OF AGENCY CUSTODIAN OF RECORDS

Mrs Helen Rimmer, Chief, Directives Sec

6. BUILDING AND ROOM NO.

Pentagon Rm 3-A-948

7. TELEPHONE NO.

74111

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

9. AGENCY OFFICIAL (Signature)

JAMES S. TWITCHELL

10. TITLE

OSD Records Administrator

11. DATE

8 Oct 65

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.)

Permanent file copy of DOD Directives, Instructions and  
transmittals which were superseded or cancelled.  
(Filed numerically by directive number.)  
(Previous blocks of superseded and cancelled directives  
may be located in Accession Nos. 59-A920, 59-A792,  
62-A1810, 64-A2155, and 65-A3379.)

OSD Admin Instr  
15/5 para 01-3  
for all.

1. Transmittal 64-15 thru Directive 4115.1
2. 4115.34 thru 5160.5
3. 5210.39 thru 7730.20

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Boys  
1-3/3  
3 w ft  
Secret