

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. 70-A-2315 RECORD GROUP NO. 330

SIGNATURE DATE RECORDS RECEIVED 9 OCT 1969

TITLE Chief, Accession & Disposal Branch

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)
Office of Secretary of Defense
OASD (Manpower & Reserve Affairs)
Pentagon - Washington, D. C.

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

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

Unclassified thru SECRET

2 SQUARE FEET OF SPACE CLEARED 3 FILING EQUIPMENT EMPTIED 4 CUBIC FEET OF RECORDS TRANSFERRED

A. OFFICE 2/ B. STORAGE A. FILE CABINETS (No.) 3 B. TRANS. FILES (No.) C. SHELVING (Lin. Ft.) 20

5 NAME OF AGENCY CUSTODIAN OF RECORDS Wade Emelle, OASD (Manpower & Reserve Affairs) 6 BUILDING AND ROOM NO. Pentagon - Room 3D953 7. TELEPHONE NO. OX7-7798

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

9 AGENCY OFFICIAL (Signature) James S. Nash, Jr. 10 TITLE OSD Records Administrator 11. DATE Sept 23, 1969

12 BOX NUMBERS 13 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records) 14 DISPOSAL AUTHORITY (Schedule and Item No.)

FRC ONLY

Subject Files of Office of Secretary of Defense, OASD (Manpower & Reserve Affairs) for the year 1967, w/indices (incl CONFIDENTIAL, SECRET) - (see attached listing) OSD Adm Inst 15/5 per 01-3a

BOX 1 000.1 to 004.06
BOX 2 012.2 to 091.4
BOX 3 111. to 200.3
BOX 4 200.31 to 200.62
BOX 5 200.711 to 210.311
BOX 6 210.4 to 230.
BOX 7 230.01 to 240.82
BOX 8 241. to 250.45
BOX 9 251. to 320.21
BOX 10 320.22 to 326.21
BOX 11 326.6 to 327.21
BOX 12 327.35 to 331.3
BOX 13 331.5 to 342./3 Jan (Sept to Dec)
BOX 14 342./3 Jan (Jan to Aug) to 350.
BOX 15 350.03 to 353./16 Feb to 31 Dec
BOX 16 353./6 Feb to 353.8
BOX 17 353.9 to 452.16
BOX 18 461. to 688.
BOX 19 700. to End and Cross Indices from 000.1 to 168
BOX 20-1/1 Cross Indices from 200 to 295
BOX 20-1/2 Cross Indices from 300. to End

* * * *

Box 1

- 000.1- Political Activities
- 000.3- Religion and Religious matters
- 000.5- Civil Liberties and enlistment
- 000.7- Publicity and public press
- 000.73- Censorship
- 000.76- Newspapers and Magazines
- 000.77- News and broadcasts
- 000.87- Policies
- 004.02- Guarding and Protecting
- 004.06- Labor Conditions and statistics
- 005.- Charity and gratuity
- 006.- Holidays

Box 2

- 012.2- Taxes
- 013.1- Legal instruments and documents
- 014.13- Relations between civil and military authorities
- 014.35- Voting
- 018.- Loans
- 019.1- Insurance (Life)
- 019.5- Insurance (Automobile)
- 019.6- Insurance (Hospital)
- 020.- War Department (Administration and Functions)
- 031.1--- The President (Commander and Chief of the Army Navy the Executive orders, inauguration, proclamations Secretary to the President, Vice President etc.)
- 032.1- Congress
- 040.- Executive Departments of the United States Government
- 062.- Photography and Photographs
- 062.2- Motion Picture photography and moving pictures
- 080.- Societies and associations (Subdivided alphabetically by name or title of organization)

- 091.- Countries; Dependent Travel to
- 091.3- "Economic"
- 091.4- Peoples (Census General Collection)

Box 3

- 111.- Estimates for Appropriations.
- 120.- Funds, Disbursements
- 121.- Apportionment and supply of funds
- 123.- Funds, money and savings
- 132.- Accounts of funds, money, and special deposit accounts
- 132.2- Administration examination and analysis
- 160.- Contracts
- 169.- Bonds
- 200.- Personnel
- 200.2- Identification, methods and systems
- 200.3- Assignment and Allotment
- 200.31- Concurrent Assignment

Box 4

- 200.45- Reductions in tour of duty length
- 200.48- Detached services (Military)
- 200.6- Awards, badges, decorations, and citations
- 200.62- Awards by Foreign Governments

Box 5

- 200.711- Return of military personnel for births and deaths etc.
- 200.712- Service men who absent themselves in combat without authority
- 200.8- Discharge
- 200.802- Permanent resident aliens serving in the armed forces of the U.S.
- 200.9- Political activities, participation in military personnel
- 201.- Personnel Records
- 201.1- Forms and methods of keeping
- 201.22- Commendations
- 201.24- Indebtedness
- 201.24- Individual histories and historical records
- 201.3- Efficiency reports
- 201.61- Changes of name and/or address; records
- 201.7-

Box 5
cont'd

- 210.- Commissioned and Warrant Officers
- 210.1- Appointments
- 210.2- Promotions
- 210.3- Assignment, change of station Transfer
- 210.31- Assignment of change of station
- 210.33- Transfer between services
- 210.311- Commanders, general flag officers, to armies, corps, service commands, Departments, and Divisions

Box 6

- 210.4- Duties and Service
- 210.41- Employment by corporations and others. United States Agents
- 210.7- Absence rank and command
- 210.711- With Leave Leave of absence
- 210.8- Separation and reports
- 210.83- Annulments of contracts and registration
- 210.85- Retirement and retired officers
- 210.86- Discharge
- 211.- Titles and Grades
- 220.01- Classification and reclassification
- 220.2- Promotion policy
- 220.21- Eligibility and qualifications
- 2210.3- Assignment, attachment, change of station, and transfer
- 220.33 Transfer between services
- 220.8- Discharge and other separation
- 230.- Civilian employees
- 230.01- Designation of position (job titles)
- 230.03- Preference, Qualifications and Status
- 230.031- Qualifications (Age, Education License, Mental, moral, physical)
- 230.033- Nationality and race
- 230.04- Laws and Legislation (equal opportunity)
- 230.05- Rules, regulations and practices (Civil service rules of the War Dept)
- 230.14- Hire of employees and laws and legislation affecting
- 230.141- Temporary (Summer Youth)
- 230.142- Additional
- 230.144- Contract for hire
- 230.2- Appointments
- 230.23- Reemployment and reinstatement
- 230.212- Gratuities and voluntary (Selling-a-year-man)
- 230.347- Complaints and protests against ratings
- 230.4- Duties and service (Assignment)
- 230.44- House of labor
- 230.45- Overtime and Sunday Work
- 230.54- Annual leave of absence
- 230.57- Absence for public duties
- 230.64- Annuities, pensions, retirements, and superannuations
- 230.74- Discipline
- 230.83- Reduction in force
- 231.23- Artists, instructors, lecturers, musicians, social workers, and teachers
- 240.- Pay and allowances
- 240.- Pro Pay
- 240.6- CCAF
- 240.8- Travel Expenses
- 240.82- Compensation of overrates housing allowance
- 241.- Officers, nurses and warrant officers
- 241.1- Kinds and rates of pay entitled to
- 241.14 Retired pay and allowances and/or active duty
- 241.2- Correcting deductions, payments, stoppages
- 241.3- What pay and compensation of non-inductees
- 242.19- Bonus pay on reenlistment
- 242.2- Pay withheld, delayed, or paid to others
- 242.4- Collecting charges and dues
- 243.- Allotments of pay
- 244.- Allowances of officers, students and officers candidate training
- 245.- General warrant officers
- 245.5- Clothing
- 245.6- Mileage, actual expenses or travel pay, routes and distances
- 246.1- quarters/housing
- 247.- Penalties, money and receipts and partial expenses
- 248.-

Box 8

Box 8

cont'd

- 248.- Allowances pay, salaries, and wages of employees
- 248.3- Calculations and rates
- 248.4- Classes and kinds of salaries and wages
- 248.5- Allowances
- 248.6- Assignments, charges and stoppages
- 248.7- Traveling expenses
- 248.8- Increases and reductions
- 250.- Discipline
- 250.1- Morals and conduct
- 250.3- Correction and punishment
- 250.4- Courts Martial
- 250.45- Charges proceedings and trials
- 251.- Desertion and deserters
- 260.- Pensions
- 290.- Miscellaneous
- 290.1- Studies and reviews
- 291.2- Genealogy (Descendants, Heredity, Marriages, Parentages, Nationality Nativity)
- 292.- Quasi-military persons (Families of civilian employees, enlisted men and officers, survivors, and veterans)

Box 9

- 293.- Funerals, burials and reports
- 293.9- Bodies, Corpses, Cadavers, remains, the dead, recovery
- 300.1- Laws relating to administration
- 300.3- Army regulations
- 300.5- Bulletins and circulars
- 310.2- assignment and utilization of officer space
- 311.1- Mails
- 311.11- Regulations and rules, postal and other
- 311.13- Irregularities, destroyed or lost mail
- 311.22- Cablegrams
- 311.3- Telephone
- 312.1- Classes (Correspondence)
- 313.- Records; keeping, keeping and using
- 313.5- Use or utilization
- 313.7- Lost or destroyed records
- 319.1- Reports (Annual, Miscellaneous, Monthly, periodical)
- 320.2- Strength
- 320.21- Commissioned strength
- 320.22- enlisted strength
- 321.- Arms of service and departments
- 322.- Organization and tactical units
- 322.01- Commanders and staffs
- 323.3- Military departments and divisions
- 323.31- Establishment and discontinuance
- 324.- Volunteers
- 324.5- Independent organizations
- 325.- National Guard
- 326.- Reserve Organizations
- 326.02- Assignment and release from active duty
- 326.04- inactive duty (training)
- 326.2- Organized reserve corps
- 326.21- Officers (Reserve Organization)
- 326.6- Reserve Officer Training Corps (ROTC)

Box 10

Box 11

- 327.- National Army
- 327.01- Laws and regulations
- 327.21- Examination
- 327.22- Deferment or exemption

Box 12

- 327.23- Calls and Quotas
- 327.3- Drafted men
- 327.31- Induction
- 327.35- Rejection
- 327.36- Objectors and evaders
- 327.9- 23 Miscellaneous
- 330.11- Morale and welfare
- 331.2- Clubs
- 331.3- Camp, company, and post Exchange and communications

Box 13

- 331.5- Laundries, Repair shops, etc. (Civilian operating establishment regulations)
- 332.1- Flares
- 332.3- Persons property
- 332.31- Uniforms and civilian clothing
- 333.- Inspections and investigations by inspectors general and other officers and reports
- 333.1- Military armories, arsenals, cemeteries, depots, districts, hospitals, posts and stations
- 333.7- Vessels, army transports, and harbor boats
- 334.- Boards, commissions, committees, councils, and missions
- 335.17- Honorary degrees
- 335.18- Greetings and messages
- 337.- Cr. Passes, military and naval and other
- 341.- Recruiting
- 341.01- Publicity (Advertising)
- 341.1- Army at large
- 341.4- Recruiting regulations
- 341.6- Recruiting depots, posts and centers
- 342.- Enlistment
- 342.00- Reenlistment
- 342.1- Application for enlistment and all applicants
- 342.15- Physical and mental standards
- 342.18- Ineligibles, special authority for enlistment of aliens
- 343.- Recruits
- 350.- Education
- 350.03- Language, proficiency in and study of.
- 350.05- Military information collection and dissemination
- 351.- Military academy
- 351.05- Departments
- 351.06- Academic board and board of visitors
- 351.10- Graduates
- 351.33- Admission and education of foreigners
- 352.- Army service and technical schools, staff colleges and troop schools
- 352.9- Post schools for children
- 352.11- Course of instruction
- 352.18- Proficiency and deficiency
- 353.- Training-
- 353.8- Amusements and athletics
- 353.9- Industrial and vocational training
- 353.7- Civilian and commercial aviation
- 370.- Equipment, operation and movement of troops
- 370.01- Concentration, mobilization and demobilization
- 370.05- Evacuation-
- 370.7- Examinations and parades
- 370.01- Safeguarding military information (Security violations)
- 381.- National Defense
- 383.4- Emblems and medals
- 383.6- Prisoners of war
- 383.7- Interned persons, reconcentrados, and refugees
- 384.- Conduct of war with relation to commands, organizations and places
- 385.7- Weapons
- 385.- Property, rights involved in war
- 400.- Supplies, services and equipment
- 400.7- Disposition
- 413.24- Office supplies and equipment
- 413.79- Optical instruments
- 414.1- Firearms and ammunition
- 421.- Ballistics
- 421.7- Training in weapons etc.
- 431.- Powder, Gunpowder, Explosive, Cord, Fuse, and other
- 431.7- Gunpowder, cord, fuses and other
- 431.7- Gunpowder, cord, fuses and other
- 441.1- Drugs
- 441.2- Chemicals
- 443.- Medical and surgical instruments and equipment, Prosthetic equipment and other
- 444.- Quack and equipment for special treatment, etc.

Box 14

Box 15

Box 16

Box 17