

**RECORD TRANSMITTAL
AND RECEIPT**

TO BE COMPLE

AT FEDERAL RECORDS CENTER

PAGE 1 OF 1 PAGES

ACCESSION NO.

65-A3126

RECORD GROUP NO.

330

SIGNATURE

James V. Baute

DATE RECORDS RECEIVED

10/14/64

TITLE

HOWARD V. BAUTE
CHIEF, ACC & DISPOSAL SEC.

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, Asst Sec Def (Administration)
Office, Secretary of Defense

TO: FPMR REC BR, 7th Center, GSA,
Franklin & Union Sts., ALE, VA.
22314
Alexandria, Va. 22314

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

UNCLASSIFIED

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.)

5. NAME OF AGENCY CUSTODIAN OF RECORDS

J. S. Twitchell

6. BUILDING AND ROOM NO.

3A948 - Pentagon Bldg

7. TELEPHONE NO.

59717

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

9. AGENCY OFFICIAL (Signature)

J. S. Twitchell

10. TITLE

Records Administrator, OSD

11. DATE

29 Sep 64

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

Records Administration Files for Office of
Secretary of Defense -- 1949-1956.

OSD Admin Instr.

15/5, par.
01-14