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FS-ACC 12/24/468: 7

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STANDARD FORM 135 1961 EDITION GSA SERVICES ADMIN. 16-302.00		RECORDS TRANSMITTAL AND RECEIPT		TO BE COMPLETED AT FEDERAL RECORDS CENTER	
INSTRUCTIONS Send original and two copies to appropriate Federal Records Center. EXCEPTION—Send original and three copies to the Alexandria, Virginia, Center		ACCESSION NO. 64-A2023		RECORD GROUP NO. 330	
FROM: (Name and address of Agency transferring records) Office of the Deputy Assistant Secretary (Health & Medical), OASD (Manpower), Room 3B-260, The Pentagon, Washington, D.C., 20301		SIGNATURE <i>James V. Baute</i>		DATE RECORDS RECEIVED 7/23/63	
CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY SECRET - To be released to Office of the Secretary of Defense Personnel only.		TITLE HOWARD V. BAUTE CHIEF, ACC & DISPOSAL SEC.		TO: FEDERAL RECORDS CENTER, GSA GSA REGION 3 FRANKLIN & UNION STS. ALEX. VA	
1. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED		4. CUBIC FEET OF RECORDS TRANSFERRED	
A. OFFICE		B. STORAGE		A. FILE CABINETS (No.) 1	
				B. TRANS. FILES (No.)	
				C. SHELVING (Lin. Ft.)	
5. NAME OF AGENCY CUSTODIAN OF RECORDS William H. New		6. BUILDING AND ROOM NO. Pentagon, 3B-265		7. TELEPHONE NO. 56231	
8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		9. AGENCY OFFICIAL (Signature) <i>J. S. Twitchell</i>		10. TITLE Records Administrator	
11. DATE JUL 12 1963		12. DISPOSITION AUTHORITY (Schedule and Item No.)			
13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records)		14. DISPOSAL AUTHORITY (Schedule and Item No.)			
1. Chronological files of correspondence originating within the Office of the Assistant Secretary of Defense (Health and Medical) during the period of January 1, 1960 through December 31, 1960 with 5" x 8" file index cards for corresponding subject files of the same time period.		OSD Administrative Instruction No. 15/5			
2-10 Subject files of correspondence of the Office of the Assistant Secretary of Defense (Health and Medical) covering the period from January 1, 1960 through December 31, 1960.		Same as above.			
(NOTE: Index to these files listed above may be found in Box #1. Also, copy is attached to this form.)					

Boxes
1-10/10
10 cc-ft
Secret

INDEX TO CY 1960 ODASD (M-H&M) FILES

REFILED TO FEDERAL RECORDS CENTER, 10 JULY 1963

BOX NBR & CLASSIFICATION

DESCRIPTION OF RECORDS

#1 (Secret)

5" x 8" File Index Cards for CY 1960

Chronological Files of the DASD(M-H&M)
Covering the period 1 January 1960
to 31 August 1960

Chronological Files CY 1960 (1 September
to 31 December 1960)

#2 (Secret)

PERSONNEL

Personnel (misc)
Personnel Statistics
Personnel Requirements
The Barry Program
Reserve Personnel
Retirement, Separation & Transfers
Personnel Assignments
Doctor Draft
Civilian Personnel, A thru Z
Military Personnel, A thru Z

FINANCIAL ADMINISTRATION

Financial Administration (misc)
Estimates for Appropriations
Reports & Statements as to Appropriations
Availability & Use of Funds

#3 (Secret)

ADMINISTRATIVE MANAGEMENT

Administrative Management (misc)
DASD(H&M) Reports
Miscellaneous Reports
White House Information Briefs
Memos for the Record (misc)
Records Management
Implementation of Directives & Instructions
Standardization
Etiologic Agents--postal and tariff regula-
tions regarding the shipment of
Medical Service Support
Hospital Rations
Legal Actions

BOX NUMBER & CLASSIFICATION

DESCRIPTION OF RECORDS

PUBLICATIONS

Publications (misc)
Requests for Publications
DoD Directives & Instructions
Speeches & Articles
History of the U.S. Army Medical
Department in World War II
Armed Forces Medical Journal

NATO, SHAPE, SEATO & CENCO DOCUMENTS
AND CORRESPONDENCE

NATO Documents & Correspondence
SHAPE Documents & Correspondence
SEATO Documents & Correspondence
SEATO Cholera Research Laboratory
CENCO Documents & Correspondence

delete

INSTALLATIONS

Installations (misc)
Military Medical Facilities
Civilian Medical Facilities
Medical Research Facilities
Joint Utilization of Medical Facilities
Construction of Medical Facilities
Cross-Servicing
Armed Forces Radiobiology Research Institute

SUPPLY & EQUIPMENT

Supply & Equipment
Single Manager for Medical Materiel

GOVERNMENT AGENCIES & DEPARTMENTS

Agencies (alphabetically by source)
Departments (alphabetically by source)

CONGRESSIONAL

Inquiries (misc)
Committee Prints
Committee Reports
Congressional Hearings & Studies
Humphrey Committee Study of Inter-
national Health & Medical Research

4

(Secret)

#5

(Secret)

BOX NBR & CLASSIFICATION

DESCRIPTION OF RECORDS

COMMITTEES, ASSOCIATIONS, COUNCILS, BOARDS, GROUPS

#6 (Secret)

Committees (alphabetically by source)
Associations (alphabetically by source)
Councils (alphabetically by source)
Boards (alphabetically by source)
Groups (alphabetically by source)

MISCELLANEOUS ORGANIZATIONS

Miscellaneous Organizations

#7 (Secret)

AERONAUTICS & SPACE

Aeronautics & Space
Aviation Safety

MEDICINE, MEDICAL CARE, MEDICAL RESEARCH
& MEDICAL SPECIALTIES

Medicine, Vaccines, Serums & Narcotics
Toxicology
Diseases
Fluoridation of Water & Water Pollution
Quarantine Regulations
Physical Fitness
Radiation & Radiation Protection Standards
Chemicals in/and Foods
Immunization

#8 (Secret)

MEDICAL RESEARCH (Other than Blood)

Medical Research
Use of Human Volunteers & Animals in
Medical Research

MEDICAL CARE

Medical Care (misc)
Dependents' Medical Care Program--1960
Medical Care Provided as a Humanitarian Act
Emergency Medical Care Program (Buddy Care)
Family Plan Dental Clinics

MEDICAL SPECIALTIES

Medical Specialties (alphabetically by
specialty)

BOX NBR & CLASSIFICATION

DESCRIPTION OF RECORDS

AID TO FOREIGN COUNTRIES

#9

(Secret)

Aid to Foreign Countries
Foreign Aid Organizations
People-to-People Program
Correspondence & Reports Pertaining to
Foreign Countries (other than Nutrition
Survey Correspondence)

BLOOD

Blood (misc)

NUTRITION

Nutrition (misc)

NATIONAL DEFENSE

National Defense
Civil Defense
Emergency Relocation
The National Plan for Civil Defense
& Defense Mobilization
Operation Alert
Underground Storage Facilities

EDUCATION & TRAINING

Education & Training
The MEND Program
Certification by Medical Specialty Boards
Senior Medical Student Program
Education & Training of Foreign Personnel

#10

(Secret)

PRISONERS OF WAR

Prisoners of War

TRIPS

Trips
Visits to the U.S. by Foreign Personnel

AIR EVACUATION

Air Evacuation

BOX NBR & CLASSIFICATION

DESCRIPTION OF RECORDS

LEGISLATION

Legislation
Emergency Legislation

CONFERENCES & MEETINGS

Conferences & Meetings
International Conferences
Fourth International Nutrition Conference
Symposiums & Briefings
Symposium on Burns (Fourth Conference
on Research in Burns--First
International Conference)
Cabinet Meetings--Cabinet Papers

MEDICAL INTELLIGENCE INFORMATION

Medical Intelligence Information