

Report for Week Ending 26 December 1956
from
PROJECT STAFF

Project 4-84

Microfilming of the ORR/Map Division files commenced on Thursday, 20 December.

Projects 4-83, 4-96, 5-59, 5-68

No change from previous report.

General Information

The proposal to install shelf filing in the Biographic Register of OCR has been approved by that office.

The installation of the Subject Numeric Filing System in OCI has been started.

The evaluation of employee suggestion No. 1955 was completed.

A requisition for filing equipment, previously approved by the ORR Records Officer, but returned for further consideration, has been canceled. The equipment requested has a replacement value of approximately \$3,150.

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