

Notes From Meeting With These Records Officers -

[Redacted]

on 24 March 1966

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1. [Redacted] proposed that some system be developed between Logistics and Security to provide for the replacement of a defective safe immediately. Present procedure requires a requisition and a waiting period of several days.
2. The problem of defective records center boxes was raised and procedures to over come this were discussed. Maybe we can get GSA to replace some of those we have.
3. [Redacted] suggested the possibility of greater use of dictating equipment to reduce correspondence costs.
4. [Redacted] inquired about the deposit of tapes at Vital Records Repository by OCS. Sully advised that they are not being deposited.
5. [Redacted] requested Records Officers to visit the Records Center and review their vital records deposits to see if they are still needed. Also to re-deposit them.
6. [Redacted] explained our objective regarding the Office of Record determination.

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