

CIA ARCHIVES AND RECORDS CENTER MONTHLY STATISTICAL SUMMARY			MONTH
ACCESSIONING, DISPOSITION, HOLDINGS			
ACTIVITY (Items 2 through 18 in cubic feet)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
1. ACCESSION JOBS (Number)	58	58	
2. RECORDS ACCESSIONED	590	590	98,511
3. RECORDS DISPOSED OF AT CENTER	372	372	18,449
4. RECORDS TRANSFERRED FROM CENTER	299	299	26,641
5. RECORDS HOLDINGS	53,421		
6. INTELLIGENCE REPORTS RECEIVED	219	219	51,865
7. INTELLIGENCE REPORTS DISPOSED OF AT CENTER	53	53	21,580
8. INTELLIGENCE REPORTS TRANSFERRED FROM CENTER	14	14	12,178
9. INTELLIGENCE REPORTS HOLDINGS	18,107		
10. VITAL RECORDS RECEIVED	124	124	13,075
11. VITAL RECORDS DISPOSED OF AT CENTER	20	20	2,521
12. VITAL RECORDS TRANSFERRED FROM CENTER	120	120	1,228
13. VITAL RECORDS HOLDINGS	9,326		
14. ARCHIVES ACCESSIONED	91	91	3,043
15. ARCHIVES DISPOSED OF AT CENTER	1	1	9
16. ARCHIVES TRANSFERRED FROM CENTER	0	0	884
17. ARCHIVES HOLDINGS	2,150		
18. TOTAL HOLDINGS *	83,004		
REFERENCE SERVICES			
SERVICE (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
19. RECORD DOCUMENTS LOANED	4,609	4,609	593,019
20. INFORMATIONAL REQUESTS	463	463	23,200
21. ARCH. DOCS.	181	181	
22. INTELLIGENCE REPORTS	2,857	2,857	
23. VITAL RECORDS	168	168	
24. TOTAL	8,268	8,268	
25. NO. OF PAGES REPRODUCED	124	124	
ITEMS RECEIVED			
ITEMS (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	
26. INTELLIGENCE REPORTS	61,914	61,914	
A. INITIAL RECEIPT	58,925	58,925	
B. RETURNS	2,989	2,989	
27. ARCH. DOCS.	1,236	1,236	
28. VITAL RECORDS	2,451	2,451	
29. TOTAL	65,601	65,601	
SHELVING UTILIZATION			
SPACE (Cubic feet)	REPORTING PERIOD		
30. TOTAL CAPACITY	97,880		
31. UTILIZED	80,692		
32. COMMITTED			
33. AVAILABLE	17,188		

*Includes 2312 cu. ft. in FRC.

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NARRATIVE SUPPLEMENT TO THE CIA
ARCHIVES & RECORDS CENTER MONTHLY STATISTICAL SUMMARY
JULY 1965

1. The accessions for July amounted to 1024 cubic feet.
2. Disposition Action was taken on 879 cubic feet.
3. The net increase to total Holdings was 145 cu. ft. The holdings now amounts to 83,004 cubic feet, of which 2,312 are in the Federal Records Center in Alexandria. ✓
4. There were 8,268 reference items furnished to various requestors. It was necessary to make two special deliveries of urgently needed documents.

5. Visitors:

[redacted] was at the A&RC for five days referring to OSI records.

[redacted] from FBIS was at the A&RC for two days assisting with the FBIS Archival Records.

NPIC	2	Pick up "Special" records
DDP/SR	3	Review Vital Records
DDP/RID	1	Deposit "Special" Vital Records
DDP/CA	1	Work on Vital Records
OP	1	Work on Vital Records
DDP/WH	2	" " " "
OCR/LY	3	" " " "
OCR/MD	1	Repair Key Punch & Flex-o-writer
OCR/GR	1	Check on Archival Records

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GROUP 1
Excluded from automatic
downgrading and
declassification