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18 November 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Moveable Shelving Project Meeting 18 November 1971

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A meeting was held in [redacted] Lunch Room at 1000 hours to discuss the new schedule submitted by [redacted] dated 17 November. The following personnel were present:

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[redacted]

C/Using Service
D/C, Using Service
Project Officer, Using Service
[redacted]
Engineering Officer
Representative

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The Using Service had prepared a new schedule based on this schedule submitted by [redacted] and the two were compared and discussed. The major conflict is the availability of space in which to put the records now in Sections 17 and 18 and Sections 19 thru 22. The boxes in Sections 17 and 18 can be moved as soon as space is made available in Sections 11 and/or 12. The boxes in Sections 19 thru 22 can be moved when space is available in Sections 13 and 14.

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Mr. [redacted] is taking the Using Service's work schedule with him to consult with [redacted] engineer and will return on 22 November at 1000 hours to give the dates when Sections 11 thru 14 will be available so that the Using Service can schedule the movement of records in Sections 17 thru 22.

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The meeting was adjourned at 1115 hours.

[redacted]

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Chief ✓

Attachments:
New Schedules