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Chief, Management Staff

24 June 1960

Deputy Director of Communications

OC-Functional Files System and Disposition Schedule
(Short Title [Redacted])

AT

1. The enclosed Handbook [Redacted] covers the File Classification System and Records Disposition Schedule of the Office of Communications. The Foreword explains the need in the Office of Communications for standardization and the approach to the problem based on requirements of this Office.

2. This copy is forwarded for your information and with the thought that it may be useful in the furtherance of the overall Agency's paper control programing.

3. Conversion to this system started during the last quarter of 1959 and is almost complete. There is still work to be done in refinement and modifications which will be on a continuing basis; but the major task of establishing file uniformity is in effect and it is already evident that a filing system with a built-in disposition schedule will be of material assistance in the maintenance and disposition of the documents in the Office of Communications.

[Redacted]

Distribution:

Original and lcc: Chief, Management Staff
w/copy #6 of [Redacted]
lcc: Deputy Director (Support)
w/copy #5 of [Redacted]

AT

* [Redacted] When you finish with this attachment send it to [Redacted] Do not ask [Redacted] or any one else for another copy. The original copy of this memo is in my file.

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27/19/60

SECRET

OFFICE OF COMMUNICATIONS
FUNCTIONAL FILES SYSTEM
& DISPOSITION SCHEDULE

SHORT TITLE

25X1

SECRET

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S E C R E T

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6 June 1960

FOREWORD

It is the intent of this document, [redacted] to establish a uniform record filing, distribution and disposal system within the Office of Communications. The importance of records to any large organization cannot be overestimated. The paper flowing through official channels represents the sinews of that organization. But this paperwork must be controlled lest it become an end in itself. Hence, it is essential to have a means of ensuring document control and flow as well as efficient document retrieval and disposal.

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But to be truly useful a records plan must be sufficiently flexible to be adjustable to the requirements of differing components with differing aims. Every effort has been made to provide this flexibility in [redacted] by establishing a functional basis for document control - a functional basis in accordance with the document's use. We believe [redacted] to be a really useful tool. The final degree of success, however, can only be measured by you - the user.

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Deputy Director of Communications

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1 April 1960

LEGEND FOR OFFICE OF COMMUNICATIONS

DISPOSITION SCHEDULE

- A Destroy as rescinded or when obsolete
- B Ninety day retention then destroy
- C Retain 1 year then destroy
- D Retain 2 years then destroy
- E Retain 5 years then destroy
- F Retain 7 years then destroy
- G Retain at Headquarters while active ?
- H Retire 1 year after termination to Archives for review every 5 years (Projects)
- I Retain 3 years and retire to Archives for review every 5 years
- J Retain 6 months after obsolete or rescinded. Then retire to Archives, and review every 5 years.
- TR Transitory/Reference ?

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1 April 1960

OFFICE OF COMMUNICATIONS FUNCTIONAL FILES SYSTEM
AND DISPOSITION SCHEDULE

DISPOSITION
CATEGORY

1 ORGANIZATION

.1	Table of Organization Office of Communications (OC)	A
.1	Office of the Director (OC)	A
	Director of Communications (D/CO)	A
	Deputy Director of Communications (DD/CO)	A
	Executive Officer (EO)	A
	Plans Staff (OC-P)	A
	Records Control (OC-RC)	A
.2	Chief of Operations (OC-O)	A
	<div style="border: 1px solid black; width: 300px; height: 100px; margin: 5px 0;"></div>	A
		A
		A
		A
.3	Administration Staff (OC-A)	A
.4	Engineering Staff (OC-E)	A
.5	Security Staff (OC-S)	A
.6	Signal Center (OC-Sig/C)	A
.7	Special Programs Staff (OC-SP)	A
.8	Telecommunications, Training and Techniques Staff (OC-T)	A
.9	OC Overseas	OC-P - G; Others -A
.2	Agency Components	A
.3	U. S. Agencies	A

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DISPOSITION
CATEGORY

5	REGULATORY ISSUANCES	
.1	Agency Regulations	A
	.1 Distribution	A
.2	CIA Notices	A
.3	OC Orders	A
.4	OC Memorandums	A
.5	OC Notices	A
.6	OC Division or Staff Regulatory Issuances	A
.7	Non-CIA Regulatory Issuances	A
.8	Regulatory Manuals	A
.9	Drafts of Regulatory Issuances	A
.10	DDP Issuances	A
.11	DDS Issuances	A

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1 April 1960

		<u>DISPOSITION CATEGORY</u>
7	MANAGEMENT	
.1	CIA Management	G
	.1 Management Staff	G
.2	Division and Staff	G
	.1 TOP SECRET	G
	.2 RYBAT and KAPOK	G
	.3 Teletape Program Test	G
	.4 Dispatch and Pouch	G
	.5 Pouchgram Procedure and Test	G
	.6 Memorandum	G
	.7 Cable	G
	.8 Archiving Procedure	A
	.9 Cryptographic Documents	A
.3	Staff Meetings	D/CO - D; Others - B
	.1 Staff Instructions	
.4	Position Control Register	A
.5	Position Establishment and Abolishment	OC-A - E; OC-P -I; Others - A
.6	Position Descriptions	OC-A - G; OC-P - I; Others - A
.7	General Council Opinions	G

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1 April 1960

		<u>DISPOSITION CATEGORY</u>
10	SECURITY	
	.1 Clearances	A
	.1 Cryptographic	A
	.2 SI	A
	.3 Other Projects (e.g.)	A
	.4 Non-Agency Personnel (e.g. Contractors, Consultants, Indigenous)	A
	.5 Outside Activities	C
	.2 Physical Security and Safety	A
	.1 Buildings	A
	.2 Code Rooms	A
	.3 Equipment	A
	.3 Violations and Compromises	D
	.1 Physical	D
	.2 Crypto	
	Procedural Discrepancies	D
	Violations and Discrepancy Reports	D
	.3 Personnel	D
	.4 Radio	D
	.4 Protective Devices and Techniques	A
	.1 Alarm Systems	A
	.2 Destruction Devices	A
	.3 Locks, Safes, Etc.	A

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		<u>DISPOSITION CATEGORY</u>
10	SECURITY (Continued)	
	.4 Emergency Destruction Plans	A
	.5 Telephone	A
	<div style="border: 1px solid black; width: 200px; height: 20px; display: inline-block;"></div>	A
	.7 Pseudonyms	A
	.8 Cryptonyms	A
.5	Physical Security Equipment Standards	
	.1 Crypto	A
	.2 Other Communications Equipment	A
	.3 Radiation U.S. Equipment	A
.6	Briefings (e.g. Cross Ref. with 20)	A
.7	Safety Program - Evacuation	OC-A - A; Others - TR
.8	Credentials	A
.9	Defense Classification (e.g. Executive Order - 10501 Downgrading of Classification)	C
	.1 Classification Control	G
	.2 Regrading of CIA Documents	C
	.3 Regrading of Non-CIA Documents	C
	.4 Registered Documents Certification, Destruction, and Transfer	I
	.5 Registered TOP SECRET Certification, Destruction, and Transfer	I
	.6 TOP SECRET Destruction Certification	G

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DISPOSITION
CATEGORY

10 SECURITY (Continued)

.10 Amateur Radio Operations

I

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E

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DISPOSITION
CATEGORY

15 MEDICAL

.1 Preventive Medicine

.1 Immunization

.2 Environmental Sanitation

.2 Physical Examination

.3 Medicine Facilities

A

.1 Rest and Rehabilitation

.2 Treatment Facilities

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1 April 1960

	<u>DISPOSITION CATEGORY</u>
20 PERSONNEL	
.1 Recruitment	G
.1 Selection Requirements	G
.2 Sources	D
.3 Applicants Files	C
.4 Interview Reports	C
.5 Consultants and Contract Personnel	G
.2 Personnel Actions	DD/CO - D; Others - G
.1 Appointments, Assignments and Certifications	G
.2 Transfers and Reassignments	G
.3 Promotions	G
.4 Separations	G
.5 Supergrades	G
.6 Military Program (e.g. Draft Deferments)	G
.3 Time-Attendance-Overtime (see Category 34 for Overtime)	G
.4 Career Service	DD/CO - I; Others - G
.1 Applications and Actions	G
.2 Boards and Panels	DD/CO - I; Others - G
.3 Awards and Commendations	G
.4 Suggestions and Ideas	G

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		<u>DISPOSITION CATEGORY</u>
20	PERSONNEL (Continued)	
	.5 CIA Career Council	G
	.6 Future of Career Council	G
	.5 Personnel Benefits	A
	.1 Federal	A
	Compensation Dept. of Labor	A
	Death Benefits	A
	FEGLI (Federal Employees Government Life Insurance)	A
	Retirement	A
	Social Security	A
	.2 CIA	A
	Insurance Programs	A
	PSAS (Public Services Aid Society)	A
	Red Cross, Charity Drives, etc.	A
	Blood Donors	A
	.6 Personal Conduct	G
	.1 RYBAT	OC-A - G; Others - TR
	.2 Policies re Personal Conduct	D/CO - G; Others - A
	.3 Disciplinary Actions	OC-A - G; Others - TR
	.7 Personnel Procedures	DD/CO - I
	.1 Promotion	A
	.2 Rotation	A

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DISPOSITION
CATEGORY

20 PERSONNEL (Continued)

.3 Evaluation

A

CEL

Chairman of Panels - I;
Others - D

Certification of Engineers

G

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DISPOSITION
CATEGORY

22	TRAVEL	
.1	Policies and Procedures	A
.2	Travel Request (Travel Advances Cross Ref.- ALL FUNDS)	C
.3	Travel Clearances (SI - et al)	C
.4	Travel Orders	C
	.1 Foreign	C
	.2 Domestic	C
	Blanket	C
	Invitee Travel	C
.5	Travel Voucher (Cross Ref.-ALL FUNDS)	C
.6	Travel Standby (TDY)	C

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DISPOSITION
CATEGORY

25	TRAINING	
	.1 Agency	
	.1 Internal	OC-T - A; Others - B
	.2 External	OC-T - A; Others - B
	.2 OC	
	.1 Internal	OC-T - A; Others - B
	.2 External	OC-T - A; Others - B
	.3 Training Publications	
	.1 OC	OC-T - A; Others - B
	.2 Agency and other Government Agencies	OC-T - A; Others - E

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DISPOSITION
CATEGORY

30 CONFIDENTIAL FUNDS

- .1 Agency Imprest Funds
- .1 Administration Staff A
 - .2 Engineering Staff A
 - .3 Engineering - Lab A
 - .4 SP/SA A
 - .5 SP/EA A
- .2 Special Claims
- .1 Privately Owned Property A
 - .2 Medical Claims A
 - .3 Special Travel Claims A
 - .4 Hardship Claims A
 - .5 Other Special Claims A

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DISPOSITION
CATEGORY

34	ALL FUNDS	
	.1 Overtime Requests and Approvals	C
	.2 Reimbursable Cable Costs (e.g. Cable Traffic Costs)	OC-A - A; OC-S - E; OC-P - E
	.3 Allowances	
	.1 Differential	D
	.2 Representational	D
	.4 Travel Advances	
	.5 Travel Vouchers	
	.6 Approving Officers	A
	.7 Authorizing Officials	A
	.8 Collection of Employee-Indebtedness	A

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DISPOSITION
CATEGORY

35	BUDGET	
	.1 Budget Instructions	
	.1 Budget Manual	A
	.2 Budget Calls	A
	.3 Allotment and Cost Accounts	A
	.4 Printing Codes	A
	.5 Publication Codes	A
	.6 Station Codes	A
	.7 Other Codes	A
	.8 Other Budget Instructions	A
	.2 Allotments and Cost Limitations - Received	I
	.3 Allotments and Cost Limitations - Issued	I
	.4 Obligations - CY	I
	.5 Obligations - PY	I
	.6 Obligations - Two Years Past	I
	.7 Obligations - More Than Two Years Old	I
	.8 Estimates - From OC Components	I
	.9 Preliminary Estimates	I
	.10 Office Estimates	I
	.11 Congressional Budget	I
	.12 Financial Policies and Procedures	G
	.13 Justifications	G
	.14 Overtime	G

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DISPOSITION
CATEGORY

40	SERVICES	
	.1 Administrative Supplies	OC-A - A; OC-S/C - TR; Others - D
	.2 Library Service	OC-S/C - TR; Others - D
	.3 Reproduction Requests	OC-S/C - TR; Others - D
	.4 Telephone Service	OC-A - E; OC-S/C - TR; Others - D
	.5 Teletype Service	OC-A - E; Others - D
	.6 GSA	
	.1 Class A Furniture	OC-A - E; Others - D
	.2 Class B Furniture	OC-A - E; Others - D
	.7 PBA	CC-A - E; Others - D
	.1 Property Passes	OC-A - E; OC-S/C - TR; Others - D
	.2 Space Maintenance and Facilities	OC-A - E; OC-S/C - TR; Others - D
	.3 Work Orders	OC-A - A
	.8 Mail	OC-A - E; Others - D
	.1 Messenger Service	OC-A - E; Others - D
	.9 Parking Spaces	OC-A - A; OC-S/C - TR; Others - D

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DISPOSITION
CATEGORY

42 CORRESPONDENCE

.1 Procedures

A

.2 Chronos

OC-O - E

.1 Dispatch

OC-RC and OC-S - H; D/CO - I;
Others - D

.2 Memorandum

I

.3 Memorandums for the Record

D/CO - G; Others - H

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		<u>DISPOSITION CATEGORY</u>
43	RECORDS	
.1	Disposition	
.1	Archives	OC-RC - G; Others - TR
.2	Vital Documents	OC-RC - G; Others - TR
.3	Destruction	OC-RC - G; Others - TR
.2	(Open)	
.3	(Open)	
.4	Accountability	
.1	Registered Documents Certification (See 10.9.4)	
.5	Forms	OC-RC - E
.1	Request for Approval	OC-RC - E
.2	OC-OPI Approved	OC-RC - A
.3	Obsolete	OC-RC - E
.4	Stock Replenishment Notices	OC-RC - D
.5	Evaluation and Testing	OC-RC - G
.6	Index of Forms	OC-RC - A
.7	Proposed Forms (and revisions)	OC-RC - G
.6	Systems and Programs	OC-RC - G
.1	OC Functional Files and Disposition System	OC-RC - G
.7	Manuals	OC-RC - A
.8	Microfilm	OC-RC - G
.9	Area Records Officer Certifications	OC-RC - E
.10	IRAC (Interagency Records Administration Conference)	

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DISPOSITION
CATEGORY

45 LOGISTICS

.1	Interagency Support Agreements	H
.2	Requisitions	CC-S/C - TR; Others - D
.1	Headquarters	
.2	Field	
.3	Procurement	CC-E - D; Others - A
.1	Office Equipment	
.4	Contracts	I
.5	Inventory	I
.6	Financial Property Accounting (FPA)	D
.7	Supply Information	CC-S/C - TR; Others - A
.1	CC	A
.2	Logistics	A
.8	Patents	
.9	Supply Accounts (e.g. Crypto Accounting)	I
.10	Real Estate and Construction 	CC-E - H; CC-S - E
.11	Shipping Documents	D
.12	Property Turn In's (PTI's)	D
.13	Household Effects (HHE)	
.1	Storage	
.2	Shipment	

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DISPOSITION
CATEGORY

45 LOGISTICS (Continued)

.14 Vehicles

A

.1 POV

.2 QP

.3 TVA

A

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DISPOSITION
CATEGORY

50 OPERATIONS

- .1 Clandestine Services Projects H
 - .1 Outline
 - .2 Annex
 - .3 Correspondence
- .2 Broadcast Activities OC-T/OR - A; OC-T/FP - D;
OC-T/PS - I

(e.g.)
- .3
- .4 Signal Plans J
 - .1 Types J
 - .2 Construction J
- .5 Communications Procedures
 - .1 Allied A
 - .2 Commercial A
 - .3 Clandestine J
 - .4 Staff OC-T/OR - A; OC-T/PS and
SPU - J
 - .5 Broadcast J

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DISPOSITION
CATEGORY

51 DISSEMINATION OF INFORMATION AND INTELLIGENCE

.1 Requirements

G

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90 COMMUNICATIONS		<u>DISPOSITION CATEGORY</u>	
.1 Office of Communications			
X1	.1 Office of Communications - [REDACTED]	OC-S/C - TR; Others - C	
X1	.2 Office of Communications - [REDACTED]	OC-S/C - TR; Others - C	
X1	.3 Office of Communications - [REDACTED]	OC-S/C - TR; Others - C	
X1	.4 Office of Communications - [REDACTED] [REDACTED]	OC-S/C - TR; Others - C	25X
	.5 Office of Communications - Administration Staff (OC-A)	OC-S/C - TR; Others - C	
	.6 Office of Communications - Engineering Staff (OC-E)	OC-S/C - TR; Others - C	
	.7 Office of Communications - Plans Staff (OC-P)	OC-S/C - TR; Others - C	
	.8 Office of Communications - Security Staff (OC-S)	OC-S/C - TR; Others - C	
	.9 Office of Communications - Special Programs Staff (OC-SP)	OC-S/C - TR; Others - C	
	.10 Office of Communications - Signal Center (OC-S/C)	OC-S/C - TR; Others - C	
	.11 Office of Communications - Telecommunications, Training and Techniques Staff (OC-TTT)	OC-S/C - TR; Others - C	
	.12 [REDACTED]	D/CO - G; OC-S/C-TR OC-P - G; Others-C	25X
	.13 Office of Communications - Operations (OC-0)	OC-S/C - TR; Others - C	

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		<u>DISPOSITION CATEGORY</u>
90	COMMUNICATIONS (Continued)	
	.14 Office of Communications - Records Control Branch (OC-RC)	OC-S/C - TR; Others - C
	.2 Domestic	OC-S/C - TR; Others - C
	.1 Director of Central Intelligence (DCI)	C
	.2 Deputy Director of Central Intelligence (DD/CI)	C
	.3 Deputy Director for Intelligence (DD/I)	OC-P - G; Others-
	.4 Deputy Director for Plans (DD/P)	OC-P - G; Others - C
	.5 Deputy Director for Support (DD/S)	OC-P - G; Others - C
	.6 Department of State	OC-P - G; Others - C
	.7 Other U.S. Agencies	C
	.3 Overseas Areas	
	.1 	OC-P - G; Others - C
	.2 	OC-P - G; Others - C
	.3 	OC-S/C - TR; Others - C
	.4 	OC-P - G; Others - C
	.5 	OC-P - G; Others - C
	.6 	OC-S/C - TR; Others - C
	.7 	D/CO, OC-P - G Others - C

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		<u>DISPOSITION CATEGORY</u>
90	COMMUNICATIONS (Continued)	
	.8	OC-P - G; Others - C
	.9	D/CO - G; Others - C
	.10	OC-P - G; OC-S/C -TR; Others - C
	.11	OC-P - G; Others - C
	.12	C
.4	Telecommunications	OC-T/SCB - I; Others - C
.5	Research and Development	D/CO - G; DD/CO - I; OC-E/R&D - G; Others - C
.6	Intra and Inter Agency Boards and Panels	
	.1 Equipment Board	OC-T/OR - I; Others - C
	.2 Technical Requirements Board	D/CO - G; OC-E/R&D-D OC-O - D; Others - C
	.3 Operations Coordinating Board	OC-AD - E
	.4 TAB	D/CO - G
	.5 USIB	D/CO - G
	.6 IRAC	
	.7 CCC	
	.8	

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	<u>DISPOSITION</u> <u>CATEGORY</u>
90 COMMUNICATIONS (Continued)	
.9 ICTAC	
.10 IPC	
.7 Liaison	OC-P - G; Others - A
.8 Emergency Relocation	A
.1 Agency Planning and Requirements	A
.2 Interagency Planning	A
.3 Interagency Circuits	A
.4 Agency Installations	A
.5 Agency Nets	OC-AD - A; OC-E - G
.6 Agency Facilities Information	OC-AD - A; CC-E - G
.7 Interagency Exercises	OC-AD - D; CC-E - G
.8 Manuals and Instructions	D/CO - G; OC-AD - A; OC-E - G
.9 Releasing Authorization	OC-RC - A
.10 Cables	A
.1 Cable Secretariat Standing Operating Procedures	OC-RC - A
.2 Change of Service	OC-RC - G
.3 Activation of Stations and Indicators	OC-RC - G
.11 Duty Officer Records, Logs and Reports	DD/CO - C

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	<u>DISPOSITION CATEGORY</u>
110 DISPATCHES AND POUCHES (PROCEDURE)	
.1 CC Dispatch Procedure and Pending Amendments	A
.1 Incoming	A
.2 Outgoing	A
.2 [] Pouch Channel	A
.1 Authorization for [] Pouch Channel	A
.2 Area Requirements	A
.3 Fictitious Name List	A
.4 Station Addresses	A
.5 Pouch Facilities	A
.6 Lateral Pouch Channels	A
.7 Plane Crashes, Damaged or Compromised Pouches	A
.8 Special Channels	A
.3 RI Pouch Channel	A
.4 [] Pouch Channel	A
.5 []	A
.6 DD/S Dispatch and Pouch Procedure (Proposed)	A
.7 Office of Logistics (LOG)	A
.8 Medical (MED)	A

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DISPOSITION
CATEGORY

110 DISPATCHES AND POUCHES (PROCEDURE) (Continued)

.9	OP/Benefits and Services Division	A
.10	Office of Security (SEC)	A
.11	FBIS	A
.12	Finance (FIN)	A
.13	OC/Contacts	A
.14	OC Official Record Copies (Incoming and Outgoing)	I
.15	Teletape	A

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DISPOSITION
CATEGORY

120 COMINT

OC-SP - TR

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DISPOSITION
CATEGORY

130 ELINT

.1	Panels and Boards	CC-E/R&D - D; CC-SP-G
.2	Requirements	OC-SP - G
.3	Reports	CC-E/R&D - G; OC-SP - TR
.4	Equipment (e.g. Modifications, Information)	CC-SP - TR
.5	Research Programs	CC-SP - TR
.6	<input type="text"/>	D/CO - G

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220 TECHNICAL SUPPORT (If foreign originated add letter F to file number)

Progress Reports, Modifications, etc. will be filed with the equipment file to which it pertains.

DISPOSITION
CATEGORY
OC-T

- .1 Equipment
 - .1 Radio
 - Microwave
 - DF
 - VHF
 - .2 Teletype
 - .3 Cryptographic
 - .4 Power
 - .5 Audio
 - .6 Antenna
 - .7 Telephones and Facsimile
 - .8 Recorders
 - .9 Receivers
 - .10 Transmitters
 - .11 Special Equipment
 - .12 Transceivers
 - .13 Beacons
 - .14 Keyers
 - .15 Patch Panels, CP-4

		A	G	G	G	G	TR		
					G		TR		
							TR		
					G		TR		
		A	G	G	G	G		I	
		A	G	G	G	I			
					G		TR	I	
					G			A	
					G		TR	I	A H
					G			I	H
					G		TR	I	
					G		TR	I	
					G			I	
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1 April 1960

DISPOSITION
CATEGORY

25X

220 TECHNICAL SUPPORT (Continued)

- .16 Servo Mechanisms
- .17 Code Practice & Training Equipment
- .18 Mux Gear
- .19 Automatic Alarm Systems
- .20 Test Equipment
- .21 Foreign Equipment
- .22 Propagation (Curves)
- .23 Forward Scatter
- .24 Mobile Stations and Equipment
- .25 Transportable Stations
- .26
- .27
- .28 Strategic Reserve Program
- .29 Data Reduction Equipment
- .30
- .31
- .2 Operational Research
- .1 Equipment Systems
- .2 Operational Techniques

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1 April 1960

DISPOSITION
CATEGORY

OC-T

220 TECHNICAL SUPPORT (Continued)

.3 Cryptographic

.4

.3 Documents

.1 Technical Manuals

.2 Cryptographic and Cover

.3 Operational

.4 Engineering Technical
Bulletins

.5 Field Engineering Report

.4 Radio Systems,
Developed

.5 Frequency Propagation Project
Requests

.6 Frequency Authorization

.7 Frequency

D/CO	AD	ASD	ED	MD	E	R&D	S	SP	OR	FP	PS	SPU
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	A		A		G		A				A	
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					G				I	A	J	
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DISPOSITION
CATEGORY

230 PLANS PROGRAM

.1	Annual Program Review (e.g. Personnel Forecast, Facilities Forecast)	I
.2	Emergency Relocation Plan	H
.3	New Building Plan	A
.4	War Plans (e.g. Stockpiling of Equipment Overseas)	A
.1	War Plans World-wide	G
.2	War Plans Europe	G
.3	War Plans Pacific	G
.4	War Plans Middle East	G
.5	Tripartite War Planning	G
.6	Country War Plans	G
.7	Stockpiling	G
.8	Global War Plan for Clandestine Operation	G
.9	General Emergency Operations Plans (GEOP)	G
.10	<div style="border: 1px solid black; width: 300px; height: 20px;"></div>	G
.11	<div style="border: 1px solid black; width: 300px; height: 20px;"></div>	G
.12	War Planners' Conferences	I
.13	CIA Role in NUCLEAR War	G
.14	Wartime Mobilization T/O	G
.15	War Planning/Clandestine Planning Committee (CPC)	G

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DISPOSITION
CATEGORY

230 PLANS PROGRAM (Continued)

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.16	War Planning/ <input type="text"/>	G
.17	Emergency Evacuation Planning	G
.5	Civilian Specialist Reserve Program	G
.6	Interagency Agreements	G
.7	OC Space Allocations	G
.8	Project Review Committee	G

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DISPOSITION
CATEGORY

240 COVER

.1 Cover Establishment

A

.2 Official



A

.3 Non-Official

X1

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DISPOSITION
CATEGORY

250 REPORTS AND SURVEYS

- .1 Periodic (e.g. Monthly Reports Quarterly Reports, etc.)
 - .1 Monthly Reports OC-RC - I;
Others - A
 - .2 Quarterly Reports OC-RC - I;
Others - A
 - .3 Traffic Volume A
 - .4 Strength Reports A
 - .5 I
 - .6 OC Record Volume and Record Equipment Report OC-RC - G
 - .7 Weekly Suspense Report A
 - .8 System and Design Project Reports H
- .2 Special
 - .1 Survey OC Reproduction Equipment A
 - .2 OC D&P Time Study (Incoming) A
 - .3 OC Transit Time A
 - .4 DD/P Survey of Channel 1954 A
 - .5 OC Document Volume Survey - 1956 A
 - .6 Survey of Reports Required A
- .3 Newsletters D/CO - D; Others - A

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