

ATT. TO
R-5-5442

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27 January 1954

MEMORANDUM

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TO : Director of Security
Attention: [Redacted]

FROM : [Redacted]

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SUBJECT : Badging [Redacted]

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1. It is believed that consideration should again be given to equipping the Reproduction Shop [Redacted] with a laminating machine for badging purposes. Some months ago consideration was given to this project, but because of monetary restrictions no action was taken.

a. Badging equipment [Redacted] would relieve the present Badge Office of the [Redacted] workload.

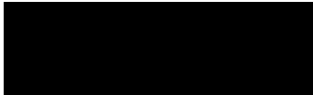
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b. Provide duplicate equipment for badging Agency personnel during emergencies, should the present facilities for any cause become inoperative.

2. Presently our Reproduction Shop is making passport sized photographs, when needed, for the Agency Badge Office in Washington, so producing photographs is no problem.

3. The Marko Industries Inc., 20 Curtice Street, Rochester 5, New York, manufactures the type of machine used by the Badge Office at Headquarters. In addition to the laminating machine, a trimming machine is required to round off the corners of the badge. The total cost of this equipment should not exceed \$1,000.

4. If your office is of the opinion that the purchase of this equipment is feasible, it is suggested that the matter be discussed with the Deputy Director for Administration.



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