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24 May 1966

MEMORANDUM FOR: The Record

ATTENTION : Office of Logistics/Space Planning Branch

SUBJECT : Addendum to Original TSD Memorandum for the Record dated 28 February 1966, Subject: Future Space Requirements for the Technical Services Division

25X1A9a

1. Confirming discussions held with [redacted] on the 13th of May 1966, we submit addenda information he requested. Our original submission indicated that Technical Services Division occupied 72,000 square feet which included the basement of South Building (9,095 square feet). Since Technical Services Division is not in possession of that area, the total square feet occupied by Technical Services Division at present should read 62,133 square feet.

2. The Technical Services Division has been advised by the Space Allocation Branch that this space will be assigned to Technical Services Division when the Printing Services Division vacate this space sometime in 1967.

3. Another point discussed was that of the current Table of Organization and we submit the following information. When Technical Services Division prepared its original space planning for the consolidated move to 2430 "E" Street the then current T/O was [redacted] people to occupy the area. By the time we actually did move, our on board strength was [redacted] and by the first of June we will have [redacted] people assigned to this area. Our current personnel plans call for an additional 10 people to be brought aboard by 1 January 1967, and from this point forward our T/O should remain fairly static.

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25X9A2

25X9A2

4. [redacted] raised a question regarding paper storage for our [redacted] presently stored in the [redacted] Building (approximately 1,400 square feet) which should be incorporated with the [redacted] storage (5,000 square feet) for a grand total of 6,400 square feet in the Langley Area.

25X1A6a

25X1A9a
25X1A8a

25X1C

GROUP 1
downgrading and
declassification

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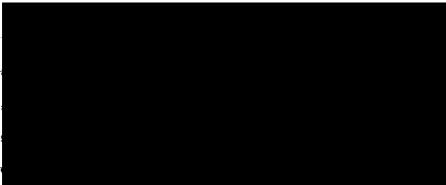
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5. Attached are addenda sheets to up-date several units that have changed sufficiently to warrant resubmission.

A
B
C
D
E



25X1A8a

6. We are currently studying the practicability of establishing our Quick Reaction Facility now located at [redacted] in the Langley Building Area, and when this study is complete we will forward our requirements. We anticipate it will take about 3 weeks to complete this study.

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7. Should there be any other questions concerning this submission please contact [redacted]

25X1A9a

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DC/TSD/Support Staff

Attachments
Addenda Sheets

Distribution:
Orig. & 1 - Addressee
2 - TSD/LOG

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