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DD/S&T 4794-65

15 October 1965

MEMORANDUM FOR: Deputy Director for Support
ATTENTION : Chief, Space Requirements Staff
SUBJECT : DD/S&T Space Needs for FY-66

1. According to our latest and best estimates, this Directorate will require approximately an additional 27,000 sq.ft. of office and special purpose space by 1 July 1966 to meet approved programs and Tables of Organization.

2. It is our understanding that you plan to allocate this amount of space to us by not later than 1 February 1966 in an area outside of the Headquarters Building. Should this come to pass, then hopefully and by utilizing the space thus vacated in the Headquarters Building, we can meet our three other outstanding requirements for FY-66 which are:

a. an additional 5000 sq.ft. for the Office of Special Projects,

b. an additional 3000 sq.ft. for the Staffs and Special Assistants of the DD/S&T,

c. an additional 2000 sq.ft. for the Office of Computer Services.

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SUBJECT: DD/S&T Space Needs for FY-66

3. Our requirements for the period beyond 1 July 1966 will be consolidated and forwarded as a part of the survey now being made for the Chief, Special Requirements Staff, Office of the Deputy Director for Support.



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Chief, Administrative Staff
Directorate of
Science and Technology

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