

mal

ROUTING AND RECORD SHEET

DD/A Registry

SUBJECT: (Optional)

83-4001

Reassignment of Space: Vault 2C04 Headquarters Building

FROM: John H. Stein
Deputy Director for Operations
7E22 Hqs Bldg.

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Technical Service
212 South Building

10 AUG 1983

JS

2.

3. Deputy Director for Science and Technology
6E45 Hqs Bldg.

JS

4. *C/S & T/AS*

8/25 8/25

JS

5. Deputy Director for Administration
7D18 Hqs Bldg.

1 SEP 1983

JS

6.

7. Deputy Director for Operations
7E22 Hqs Bldg.

(Return to after approval)

8.

1-7

9.

Contrary to para 3 of attached memo, we have been using room 2C04 to store computer print-outs, paper stock and test equipment. Thus, we relinquish it with some reluctance. Have asked SSA/DDA to find alternate storage for us elsewhere. Your support for that requirement will be welcome.

10.

11.

12.

13.

14.

15.



25X1

25X1

25X1

DD/A Registry
83-4001

DD/083-2089

9 AUG 1983

MEMORANDUM FOR: Deputy Director for Administration

VIA: Director of Technical Service
Deputy Director for Science and Technology

FROM: John H. Stein
Deputy Director for Operations

SUBJECT: Reassignment of Space: Vault 2C04
Headquarters Building

1. The Directorate of Operations requests that vault room 2C04 in the Headquarters Building be reassigned from the DDS&T to the DO for use by the Evaluation and Program Design Staff (EPDS) of the DO. This change will satisfy the EPDS requirement for space to house their present, and soon to be delivered, additional ADP equipment.

2. This Staff is woefully short of space. The placement of central processing units and related ADP equipment in this vault would achieve three objectives: 1) enhanced security of material stored in this equipment, 2) removal of noisy, heat producing and bulky equipment from an office environment and thereby generating more usable office space, and 3) the retention of vault room 2C15 as a readily accessible area for the storage of a unique series of Agency historical records. The third objective is of importance for the DCI, the White House and the Committees of Congress since archived material is not readily accessible to meet their requests for information from these records. The reassignment of 2C04 accomplishes this last objective by providing an outlet for EPDS' expanding ADP space requirements other than the current records holding area in 2C15.

3. It is our understanding that this vault was and still is assigned to the Office of Technical Services (OTS). Further, we also understand that this office has no further need of this space and it is available for reassignment.

83-4001



25X1

SUBJECT: Reassignment of Space: Vault 2C04
Headquarters Building

4. In view of the above and our pressing need for this space, it is recommended that vault room 2C04 be formally assigned to the DO for use by EPDS to house its ADP equipment.

[Redacted Signature]

25X1

John H. Stein

CONCUR:

[Redacted Signature]

25X1

24 AUG 1983

Date

Director of Technical Service

25X1

[Redacted Signature]

25 AUG 1983

Date

Deputy Director for Science and Technology

APPROVED:

[Redacted Signature]

1 SEP 1983

Date

Deputy Director for Administration

25X1

ORIG:SMO/DDO

[Redacted]

25X1

Distribution:

- 0 - Addee (Return to DO for SSA/DDA)
- 1 - DO Registry (SUBJ FILE)
- 2 - DDA Registry
- 1 - D/OTS
- 1 - DDS&T
- 1 - SSA/DDA Chrono

Added by O/DDA:

- 1 - D/OS
- 1 - D/OL

CONFIDENTIAL

ROUTING AND TRANSMITTAL SLIP

Date

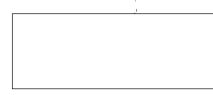
TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. A/20/DOA	DM	26 AUG 1983
2. ADOA	[Signature]	29 AUG 1983
3. DOA		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

*Should copies go to OL & AS?
BA*

*yes, on account
of AS made*



25X1

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76),
Prescribed by GSA
FPMR (41 CFR) 101-11.206

* GPO : 1981 O - 361-529 (148)

ROUTING AND TRANSMITTAL SLIP

Date

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <i>DDA</i>	<i>M</i>	31 AUG 1983
2.		
3. <i>DDA</i>	<i>D</i>	1 SEP 1983
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Mr. Fitzwater
 This was worked out with my knowledge between SSA/DDA and OIS. I recommend you sign it. Thanks



DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post) <i>C/LS</i>	Room No.—Bldg. <i>3614</i>
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
 Prescribed by GSA
 FPMR (41 CFR) 101-11.206

ROUTING AND TRANSMITTAL SLIP

Date

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1.	C/LSO	<i>[Signature]</i>	8/31
2.	DDA		
3.			
4.			
5.			

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Bob,
Should I sign off on this?
[Signature]

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.