

### ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Space

FROM: Deputy Director for Operations  
7E22 Hqs Bldg.

EXTENSION

NO.

DD/A Registry

83-1604/6

DATE

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

DATE

OFFICER'S INITIALS

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

RECEIVED	FORWARDED
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1. Deputy Director for Administration 7D18 Hqs Bldg.	21 JUL 1983	21 JUL 1983	JN	
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2. ADDA		17 AUG 1983	JK	
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3. ODA			JF	
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DD/083-1724/a

20 JUL 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: John H. Stein  
Deputy Director for Operations

SUBJECT: Space

REFERENCE: DDA 83-1604, dtd 23 June 1983

DD/A Registry
83-1604/6

Harry,

1. The Directorate of Operations concurs in your space allocation and caveats as stated in paragraph 4 of referenced memorandum. I would like to reiterate what you already know to be fact, that is the 8,500 sq. ft. of additional space will only partially meet the Directorate of Operations space needs through FY-84. We continue to hope, however unrealistically, that all or part of the remaining 22,005 sq. ft. of unsatisfied space requirements can be met within the Headquarters Building. Being somewhat more pragmatic, I believe that the Directorate of Operations must move to obtain some immediate relief to resolve our continuing space needs. With this in mind, I have decided to select a modified version of option c as presented in paragraph 9 of your memo. To this end, I request that approximately 15,000 sq. ft. of externally leased space be obtained for the Directorate of Operations.

3. I have made a preliminary identification of DO components that will move into this space following your leasing of an external building. The DDO's moving of any units outside of the Headquarters Building must be done with certain constraints:

a. We would require direct staff communications support.

b. We would prefer to be located along the  corridor.

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SUBJECT: Space

c. We would need to ensure that all DDO components moving out of the Headquarters Building would be housed in contiguous space.

4. Please advise if any further action is required on my part.

[Redacted Signature Box]

*John H. Stein*  
John H. Stein

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