

ROUTING AND RECORD SHEET

83-1425/7

SUBJECT: (Optional)

Letter to Ray Kline, GSA, Re: Government Work Space Management Reforms

FROM:

Daniel C. King
Director of Logistics

DK

EXTENSION

NO.

OL 13832-83

DATE

13 DEC 1983

25X1

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.)

25X1

1. *201* DDA
7D18 Headquarters

15 DEC 1983

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1. For signature.

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ADDA

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16 DEC 1983

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DDA REGISTRY
FILE: 75-17

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Registry forward letter Thx

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TRANSMITTAL SLIP		DATE
TO: DDA		
ROOM NO. 7D24	BUILDING Headquarters	
REMARKS:		
FROM: Director of Logistics		
ROOM NO. 2C02	BUILDING	EXTENSION

DDA Register
83-1425/7

16 DEC 1983

Mr. Ray Kline
Deputy Administrator
General Services Administration
Washington, D.C. 20405

Dear Mr. Kline:

President Reagan's memorandum of October 28, 1983, for Heads of Departments and Agencies concerning government work space management reforms has been referred to me for a response. As the Directorate within the Agency responsible for space management, let me assure you that we have initiated a program which complies with the President's directives.

With regard to your letter of October 18, 1983, members of my staff had the opportunity to meet on November 4, 1983, with Messrs. Arthur Barton and David Slugg of your office and discuss our program with them on a classified basis. Both of these gentlemen were very sensitive to the unique requirements of our Agency and our Director's responsibility to safeguard detailed information on locations of buildings, amounts of space, and personnel strengths. We appreciate their understanding and support.

It is important that we continue to work together to more efficiently manage our space holdings. Please contact me if I can be of further assistance in this regard.

Sincerely,

Harry E. Fitzwater
Harry E. Fitzwater
Deputy Director
for
Administration

OL 13832-83

Mr. Ray Kline

OL/RECD/REB, (08 December 1983)

25X1

Distribution:

- Orig - Addressee
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