

*RE*  
*ED*  
*Div / Staff chiefs*  
*km*  
*JM*

13 November 1987

NOTE FOR: Deputy Director for Administration  
FROM: John M. Ray  
Director of Logistics  
SUBJECT: Breakfast Bullets for the Week of 16 November 1987

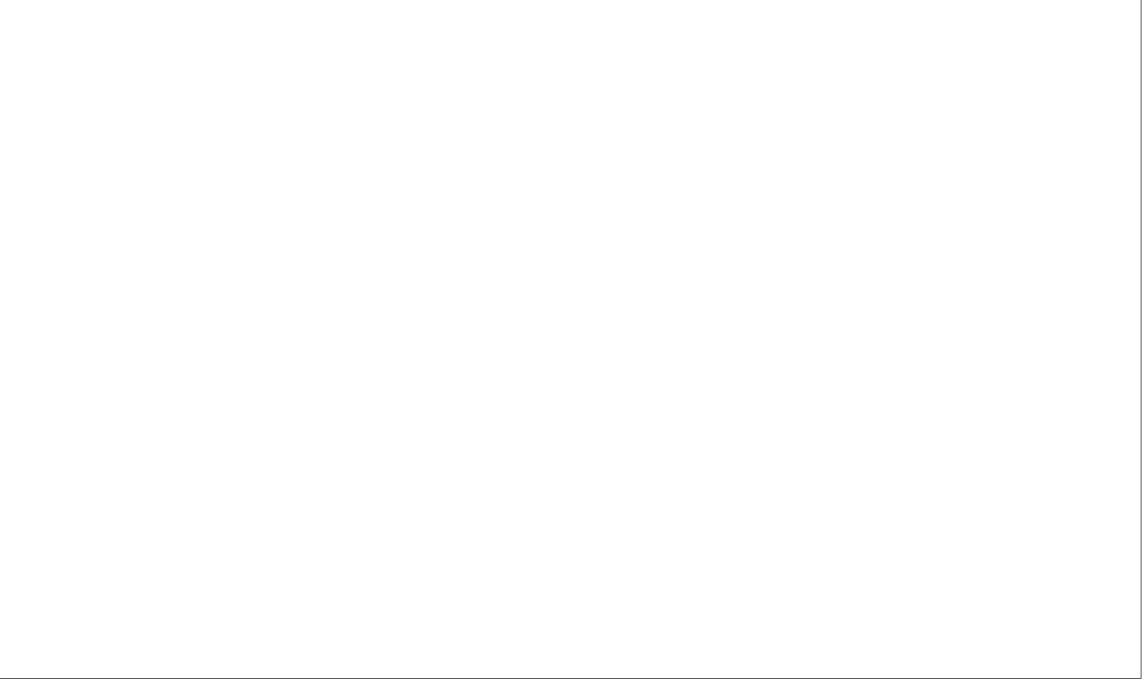
Following are some OL activities which you may wish to include in your discussions with the DCI on Monday:

25X1

◦ 

◦ Mail and Courier Support: The Office of Logistics is in the process of releasing all mail and courier personnel, within the next two weeks, who have assignments to other components within the Agency. This may force OL to curtail mail deliveries to some extent.

25X1

◦ 

ALL PORTIONS SECRET

25X1



S E C R E T

25X1

**Page Denied**

*DDL*  
*EG N/A*  
*AEO*  
*MISS*

12 November 1987

*pls see notes*

MEMORANDUM FOR: Deputy Director for Administration  
FROM: John M. Ray  
Director of Logistics  
SUBJECT: Report of Significant Logistics Activities for  
the Period Ending 10 November 1987 (U)

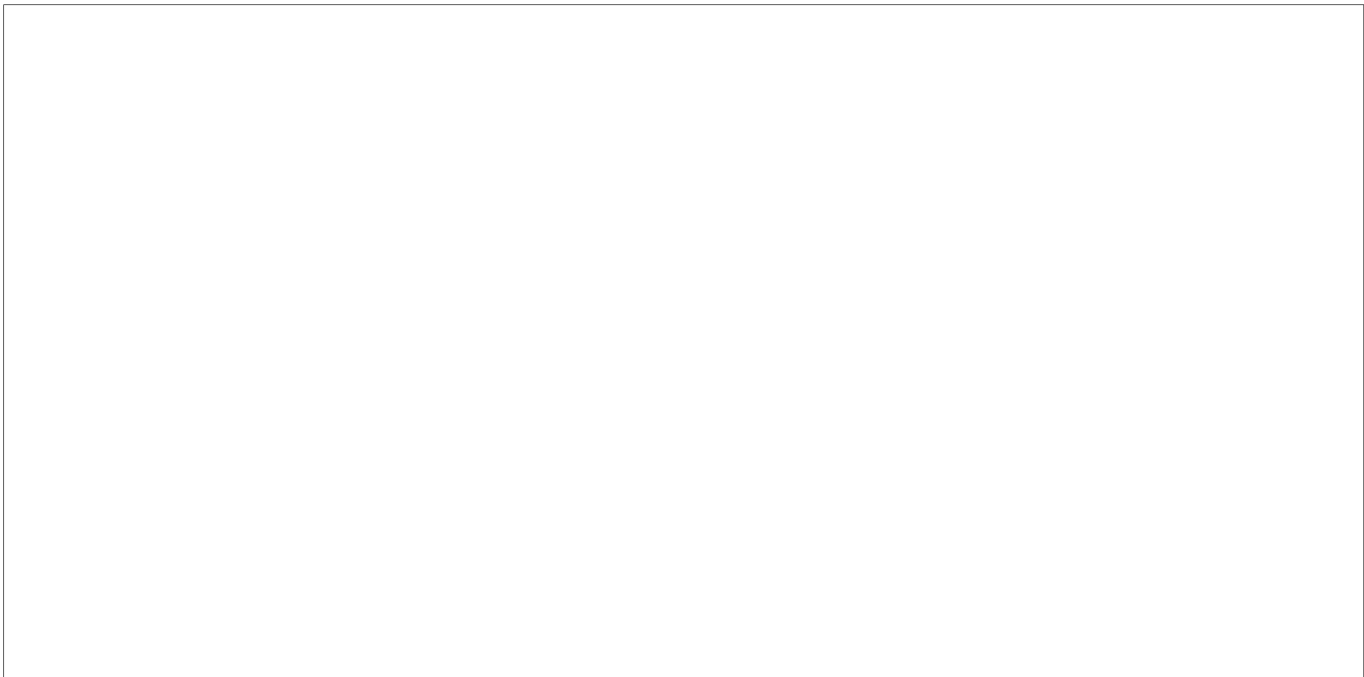
1. Events of Major Interest That Have Occurred During the  
Preceding Week:

25X1

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S E C R E T

25X1



g. On 6 November, OL completed the removal and disposition of all excess furniture from Key Building. Reusable items were diverted to the General Services Administration (GSA) for rehabilitation; the remainder of the materiel was disposed of as scrap. Six trailer loads of reusable furniture were sent to GSA.

25X1

h. The New Building Project Office, OL (NBPO), has directed the General Services Administration Project Manager to inform Centex to complete the South Tower telephone closets by 18 December. NBPO is also making arrangements for the Office of Information Technology to have access to specified closets as required during the period 1 through 18 December. This will facilitate installation of 1,200 pairs of communication cable in the South Tower. NBPO also has initiated special inspections to track completion of the telephone closets in the South Tower.

25X1

\* i. OL reports that on 30 October, the Agency formally accepted the office space on the 5th floor, North Tower, of the New Headquarters Building.

25X1

j. On 3 and 4 November, representatives from the Offices of Logistics, Technical Service, and Medical Services, met with Smith, Hinchman, and Grylls Associates in Detroit to discuss redesign of the northwest and northeast quadrants of the ground floor in the New Headquarters Building. A follow-up meeting is scheduled for 16 November for the 35-percent review of design drawings and specifications.

25X1

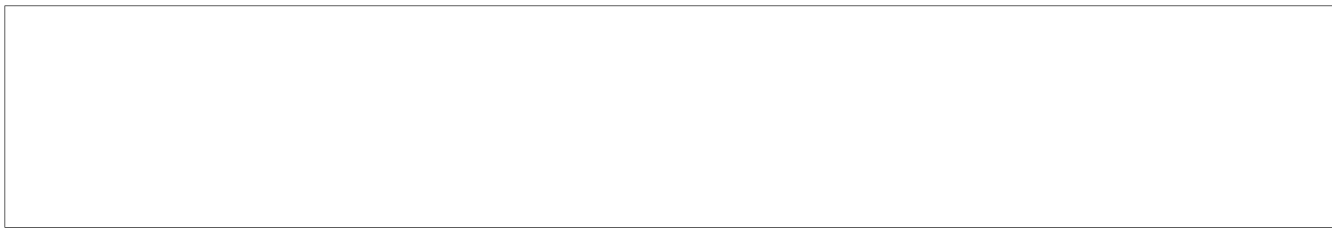
k. OL reports that on 8 November, at approximately 1840 hours, smoke detectors from two different alarm zones in GE 78 Headquarters went into alarm causing the sprinklers to activate.

S E C R E T

S E C R E T

In the confusion that followed, the Emergency Power Off switch was pushed, resulting in a shutdown of the Northside Computer Center, the Data Base Control Center, and [redacted] It took Allied personnel until 0400 on 9 November to bring all systems back into operation. [redacted]

25X1  
25X1  
25X1



2. Significant Events Anticipated During the Coming Week:

None

25X1

*Accounts to 77.*



*for* John M. Ray

ILLEGIB

*M-pls join in on this, we are missing too many.*



25X1

S E C R E T

OL/NBPO WEEKLY REPORT - PERIOD ENDING 11 NOVEMBER 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None.

2. Major Events that Have Occurred During the Preceding Week:

a. The New Building Project Office (NBPO), OL, has directed Centex, via the General Services Administration Project Manager, to complete the South Tower telephone closets by 18 December, 1987. NBPO is also making arrangements for Office of Information Technology access to specified closets as required during the period 1-18 December, 1987. This will facilitate installation of risers in the South Tower. NBPO also has initiated special inspections to track completion of the telephone closets in the South Tower. [redacted] communication cable

YES

STAT

b. The New Building Project Office (NBPO), OL, has been advised by General Services Administration (GSA) that gas turbine number 7 has been repaired and will be shipped from California back to the construction site. The unit is expected to arrive on 11 November. Details are still being worked out to formulate a test procedure which is acceptable to NBPO, Facilities Management Division (FMD), GSA, National Airmotive (the repair firm), Stewart-Stevenson (the installer), and MCI Constructors, Inc., (the prime contractor). The purpose of this test is to ensure proper operation of the unit and assess whether the problem with the unit is attributable to the gas turbine itself or installation procedures in the field. [redacted]

NO

STAT

STAT

OL reports had

c. On 5 November, 1987, work began to widen the visitor processing lane at the Rt. 123 Visitor Control Center (VCC). The sidewalk and curb sections were cut with a special saw to facilitate removal. On 6 and 7 November, the concrete sections were removed and a gravel roadway installed. New concrete was poured on 9 November. Final paving is scheduled for week of 9 November. [redacted]

YES

STAT

STAT

d. Spray painting of [redacted] in the North Tower of the New Headquarters Building is now in progress. At the present time, three floors of the North Tower are painted. [redacted]

STAT

e. On 5 November 1987, Chief, Site Security Staff, New Building Project Office (NBPO), OL, provided the Bid Package 2 contractor guidelines for the installation of [redacted] in the New Headquarters Building (NHB). These guidelines were coordinated with the Office of Information Technology [redacted]

STAT

STAT

STAT


Pls. make in next week's report - write in this week's - Add it info for completed project plz.

Which was completed

STAT



STAT

On 30 October 1987, the <sup>AGENCY</sup> ~~General Services Administration Project~~ Manager formally accepted the office space on the fifth floor, North Tower, of the New Headquarters Building. 

3. Upcoming Events:

None.

4. Management Activities and Concerns:

None.

STAT



Chief, New Building Project Office

D/OL  
C/FMD/OL

OL/FMD WEEKLY REPORT

PERIOD ENDING 10 NOVEMBER 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None

2. Major Events that Have Occurred During the Preceding Week:

YES

a. On 3 and 4 November, 1987, members of the ~~Architectural Design Branch, Maintenance Branch and ILSP, as well as~~ representatives of ~~OTS and Safety Division~~, met with Smith Hinchman and Grylls Associates in Detroit for the redesign of the northwest and northeast quadrants on the ground floor in the NHB. A follow-up meeting is scheduled for 16 November for the 35 percent review of design drawings and specifications. [redacted]

25X1

b. The Parking Office, FMD has sent a memorandum to each of the directorates requesting their population count. This is in anticipation of the upcoming reallocation of Headquarters parking permits. [redacted]

NO

25X1

c. Escort Problems: Allied's daily escort requirement is [redacted] during the day and [redacted] at night. During this reporting period, Allied received the following number of escorts:

25X1

<u>Date</u>	<u>Day</u>	<u>Shortage</u>	<u>Night</u>	<u>Shortage</u>
10/30/87				
11/02/87				
11/03/87				
11/04/87				
11/05/87				

25X1  
NO

25X1

YES

*OL reports that*  
~~On 8 November, at approximately 1840 hours, two smoke detectors went into alarm causing the pre-action sprinkler system to fill the sprinkler piping. The Emergency Power Off (EPO) button was erroneously pressed which caused the output breakers on the Emerson UPS to open causing a shutdown of the Northside Computer Center, and the Data Base Control Center, room GG2202. The Allied building watch was called and they reset the output breakers. The UPS was in by-pass mode due to fuse failure. Allied sub True Power was notified to come in. Repairs were completed by 0400 hours on 9 November.~~  
*and inadvertent activation of*  
*personnel*  
*repairs to the system*

25X1

subcontractor



CONFIDENTIAL

*OL Reports that*

*at HQ Bldg*

*interruption in the*

YES

e. On 4 November, at approximately 1130 hours, an ~~open~~ <sup>ed</sup> interruption in the DC control power ~~to new C vault~~ causing the activation of the backup Exide and Emerson battery systems to go into full battery mode to continue supporting critical load without interruption to the Headquarters Building northside computer room. Battery power alone supported <sup>the flo.</sup> critical load without Vepco service for approximately 17 minutes until the DC control power ~~was~~ restored, ~~thereby restoring~~ all power and normal operations to the UPS systems. No electrical failures were experienced during this outage. [redacted]

25X1  
25X1

[redacted]

NO

g. On 5 November, Building Services Branch personnel met with representatives from IDSB, SPB, and GP concerning how future customer's demands for administrative supplies will be met. Also, on 6 November BSB and LOC personnel met to discuss BSB's move to the space allocated [redacted]

NO  
25X1  
25X1

[redacted]

25X1

[redacted]

NO

i. On 4 November, Mail and Courier Branch (M&CB) provided special courier support to the Printing and Photography Division, OL. Five skids of map material were delivered to the Map Service Division, [redacted]

25X1  
25X1  
25X1

[redacted] Also, M&CB delivered 94 boxes of documents from the Executive Office Building to the Record Center. [redacted]

j. On 5 - 7 November, Building Services Branch relocated OIT from Ames [redacted] to [redacted]. The relocation involved [redacted] workstations, [redacted] safes, [redacted] pieces of wang equipment and [redacted] boxes. [redacted]

25X1  
25X1  
25X1

k. The Employee Art Exhibit is on display in the FAC Exhibit Hall through 30 November. [redacted]

25X1

3. Upcoming Events:

Three BSB employees will be assisting [redacted] with a relocation move from 12 through 16 November [redacted]

25X1  
25X1  
25X1

[redacted]

25X1

[redacted] Chief  
Facilities Management Division

WEEKLY REPORT FOR AGENCY CONTRACTS GROUP

FOR PERIOD ENDING

10 November 1987

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

a. Agency Contracts Group, Office of Logistics, has exercised an option for the FY-88 portion of the Systems Integration tasking for the CAMS program with Computer Sciences Corporation. The FY-88 effort has an estimated cost of \$2,500,000. [redacted]

NO  
25X1  
25X1

*this week, the*  
~~b. Agency Contracts Group, Office of Logistics, issued a letter contract to RCA Corporation of Camden, New Jersey for quality assurance services for the Support for the Analysts' File Environment (SAFE) project as managed by the Office of Information Technology. The contractor provides configuration management and system integration services and ensures that SAFE system design and performance conform to defined user requirements. The letter contract was issued in the amount of \$350,000.~~ RCA's proposal, in the amount of \$1,071,994 for the period from 1 October 1987 to 30 September 1988, is being audited by Commercial Systems and Audit Division, Office of Finance. Negotiations are anticipated to begin 30 November 1987, with issuance of the definitized contract by 31 December 1987. [redacted]

NO  
25X1  
25X1

c. Agency Contracts Group, Office of Logistics, renewed a maintenance contract for \$38,244 with On Line Computer Library Center to perform preventative and required maintenance on both hardware and software in support of the Office of Information Research. [redacted]

NO  
25X1  
25X1

25X1

[redacted]

[redacted]

d. Agency Contracts Group, Office of Logistics, renewed a contract with RMS Associates for \$7,500 to provide the Document Library Branch of Office of Information Research with access to the [redacted] database, including computer connect time, citation printing and telecommunications network connections. [redacted]

25X1  
25X1  
25X1

e. Agency Contracts Group, Office of Logistics, renewed the maintenance contract with Grumman Systems Support Corporation to perform preventative monthly maintenance on the Office of Logistics Federal Automated Requisitioning Data Base System. Competitive bids were solicited from Data General Corporation, DSI Computer Systems, and Grumman Systems Support, with the \$10,296 contract going to Grumman as the lowest bidder. [redacted]

NO

25X1

f. Agency Contracts Group, Office of Logistics, awarded a [redacted] Time and Materials contract to [redacted]. The contract provides for the acquisition of services necessary for the repair of linear amplifier components in support of Office of Communications operational requirements. The period of performance is 01 October 1987 - 30 September 1988. [redacted]

25X1  
25X1  
NO

25X1  
25X1

g. Agency Contracts Group, Office of Logistics, awarded a requirements contract for paper to Stanford Paper Company on 22 October. The contract covers the period 1 October 1987 through 30 September 1988, with 3 option years. Stanford was the only responsible contractor demonstrated full compliance with specification requirements. Stanford's offer of \$252,525 for FY-88 was competitive with those received from four other prospective contractors. [redacted]

NO

25X1  
25X1

[redacted]

YES

3. Significant Events Anticipated During the Coming Week:

None

4. Management Activities and Concerns:

None

25X1

[redacted]

INFORMATION AND MANAGEMENT SUPPORT STAFF  
WEEKLY REPORT FOR PERIOD ENDING 10 NOVEMBER 1987

- 1. Progress Report on Tasks Assigned by the DCI/DDCI:
- 2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

(1) Two demonstrations of the Wang-/CRAFT-based Accountable Property System (APS) were held on 5 November by the Wang Systems Administrator, OL, and [redacted] of Operations Support Branch, Supply Division, OL (OSB/SD/OL). Representatives of Information Management and Support Staff, OL, and OSB/SD/OL attended the briefings and a copy of APS was installed on OSB/SD/OL's Wang system for their use in testing APS. On 9 November 1987, APS was demonstrated for an Audit Staff representative, who stated that it fulfilled the necessary requirements for Audit Staff approval as an accountable property system. A memo recommending that this system be made available to field stations for maintaining accountable property records, is being prepared for approval by the Director of Logistics with Audit Staff concurrence.

STAT

NO

[redacted]

(2) CONIF (Contract Information System). [redacted] will retire data on the CONIF database this weekend. [redacted] will retire all of the elements that meet the retirement criteria up to and including FY 81.

STAT

STAT

STAT

STAT NO

(3) EXDINR (Executive Dining Room System). [redacted] was informed by Executive Dining Room management that they have received their new dining room workstation.

STAT

STAT

STAT NO

[redacted] (OL/EDR) has been requested to set up the computer hardware on the workstation as soon as possible in an effort to allow the staff to become familiar and comfortable with the presence of the computer hardware.

(4) FARS (Federal Automated Requisitioning System). [redacted] observed [redacted] (FARS input clerk) input several Form 88 line items to see the current input menu to determine which fields are brought over from ICS and which are calculated. They are using the information to produce menus for Integrated Data Management System/Relation (IDMS/R) FARS. They also observed communication with both DATEX and ICS in preparation for communicating while [redacted] are in Houston, Texas attending IDMS/R class.

STAT

NO

STAT

ADMINISTRATIVE - INTERNAL USE ONLY

INFORMATION AND MANAGEMENT SUPPORT STAFF  
WEEKLY REPORT FOR PERIOD ENDING 10 NOVEMBER 1987

STAT (5) FCS (Field Computer System). [redacted] has rewritten the FCS Design System Requirements document (DSRD) to incorporate Accountable Property (AP) requirements and has sent a copy to Office of Security for approval. This AP function will be a part of the Logistics Automated Data System (LADS-III) package and will run on the unclassified Micro VAX II mini-computer.

NO

STAT [redacted]

NO

NO

STAT (8) SECOND (Security Contractor Data System). [redacted] continued work on the Interface Control Document (ICD), the first draft to be completed by 10 November will give members from the Office of Security and the Office of Logistics a chance to discuss the draft, and make changes as necessary. [redacted]

NO

STAT B. CLAS

STAT (1) On 6 November, Office of Logistics and Office of Finance project teams devoted several hours to discussing deficiencies in Cullinet Applications Software release 1.3 with [redacted] Cullinet had requested this interchange, with the project teams, to better understand the legal and operational requirements of the Agency. Each project team prepared a list of missing functionality based on either legal and operational necessity and explained their documentation to the Cullinet representatives. Agency input will be included with data from other federal 1.3 users to enable Cullinet to concentrate their efforts on a few high priority items that will satisfy the needs of government customers. [redacted]

NO

STAT C. REGULATIONS

(1) The following regulations originated in OL were published:

STAT [redacted], Use of Non-Agency Conference Facilities

INFORMATION AND MANAGEMENT SUPPORT STAFF  
WEEKLY REPORT FOR PERIOD ENDING 10 NOVEMBER 1987

(3) The following regulations originating outside OL were coordinated and approved:

STAT  
STAT  
STAT

- Medical and Operational Support Program
- Changes to the Cash Awards Program
- Overtime Policy

- 3. Significant Events Anticipated During the Coming Week
- 4. Perspective of Staff Activities

STAT

PROCUREMENT MANAGEMENT STAFF, OL  
WEEKLY REPORT  
Week Ending 10 November 1987

1. Status of Tasks Assigned by Senior Management:

NO  
25X1 The Chief, Procurement Management Staff (OL/PMS) presented a workshop briefing at an offsite meeting of Industrial Security Officers on 5 November. This briefing covered a review of fiscal year (FY) 1987 activities and accomplishments and also outlined major activities planned for FY 1988. [redacted]

2. Major Events That Have Occurred During the Preceding Week:

25X1 a. The Chief, PMS/OL and [redacted] received product demonstrations from Systems Explorations Inc., Compusearch Corporation, and CRC Systems, Inc., on the current software offerings available for automation of the Federal Procurement Regulations as well as database packages which support Federal automated procurement systems. [redacted]

NO  
25X1 b. Contract Officer Intern Program (COIP):

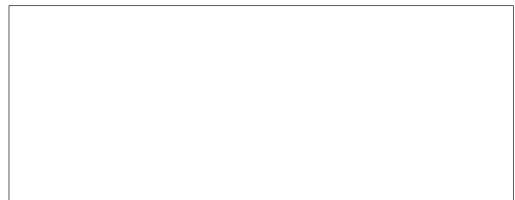
25X1 The Chief, PMS/OL and [redacted] met with [redacted]  
25X1 [redacted] a COI, to discuss her progress in the COIP. Her accomplishments in both formal and on-the-job training (OJT) were reviewed, and she was provided guidance on writing the required self-assessment. With her formal and OJT training requirements met, it is anticipated that she will graduate from the Program in early 1988. [redacted]

NO  
25X1 c. Agency Contract Review Board (ACRB) Activity:

25X1 Two dockets were presented for ACRB review on 3 November by the Offices of Security (OS) and Technical Service (OTS). The  
NO  
25X1 OTS docket had a dollar value of [redacted] and was recommended for approval by the Director of Logistics, with no caveat. The OS docket was returned to the Contracting Officer (CO) for resolution of issues which arose during presentation. The next ACRB session will be held on 17 November, with three cases scheduled for presentation. [redacted]

NO  
25X1 d. Issuance of Procurement Notes (PNs):

To facilitate the completion of Form 1218, Revision 3 to PN 108, "Contract Data Summary and Business Justification," was



SUBJECT: OL/PMS Weekly Report for 10 November 1987

issued in conjunction with Revision 2 to PN 154, "Formatting Contract Numbers in CONIF." The reissuance of these PNs to all COs will provide clear and concise direction on the completion of CONIF data collection forms.

e. CONIF Activity:

25X1 CONIF input [ ] contracts and [ ] amendments during this  
25X1 reporting period. [ ]

f. Contract Team Local Area Network (CTLAN) Prototype:

25X1 OL/PMS plans to establish a CTLAN prototype within its  
office area. During this week much of the equipment (two IBM  
personal computers with attachments) and furniture were  
received. The remaining items and software will follow soon.  
The Information and Management Support Staff and OL/PMS will  
work together to begin setting up the CTLAN. [ ]

g. Expert System for Procurement:

25X1 [ ] Office of Research  
and Development (ORD), created a draft statement of work to be  
part of a request for proposal (RFP), soliciting bids to develop  
a computer-based expert system for one of three candidate work  
areas in procurement. This draft will be ready for review by  
the Procurement Executive and the Chief, PMS/OL during the week  
of 9 November. The RFP is expected to be released by ORD by  
January 1988. [ ]

h. Training:

25X1 (1) [ ] attended the Defense Contract Negotiation  
25X1 Workshop sponsored by the Department of the Navy. [ ]

25X1 (2) The Chief, PMS/OL and [ ] attended the 8th  
Annual National East Coast National Contract Management  
25X1 Association Symposium held at the Omni Shoreham Hotel on 5 and  
6 November. [ ]

i. Industrial Review Panel (IRP) Meeting:

25X1 [ ] represented OL/PMS at the IRP meeting on  
25X1 5 November. Eight cases were presented for deliberation and  
resolution. [ ]

C O N F I D E N T I A L



SUBJECT: OL/PMS Weekly Report for 10 November 1987

25X1

j. [redacted] reported that he visited various components to gather significant procurement award information to be used as part of the OL quarterly presentation. [redacted]

25X1 NO

3. Upcoming Events:

The Chief, PMS/OL has two upcoming visitations, both with Office of Development and Engineering contract teams and their support personnel. [redacted]

25X1 NO

4. Management Activities and Concerns:

OL/PMS will continue to keep senior management apprised of significant management activities and concerns as appropriate. [redacted]

25X1 NO

C O N F I D E N T I A L

REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT  
FOR PERIOD ENDING 10 November 1987

1. Progress Report Tasks Assigned by Senior Management:

None

2. Major Events That Have Occurred During the Preceding Week:

Members of the Real Estate and Construction Division, OL,  
participated in an all-hands off-site conference [redacted]  
[redacted] on 9 and 10 November. The Agenda included briefings on  
key RECD projects, an update on the status of the New Building  
Project and a briefing on the space/backfill process, and an  
introduction to the planned Office of Logistics reorganization  
presented by the Director of Logistics. [redacted]  
[redacted]

4. Management Activities and Concerns:

None

25X1

25X1

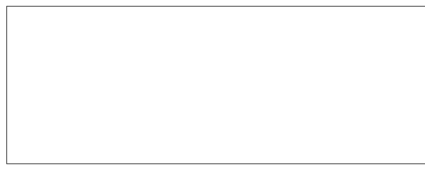
NO

25X1

25X1

25X1

25X1



PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD OF  
3 November 1987 - 10 November 1987

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred  
During the Preceding Week:

A. Two representatives of the Office of Logistics, Printing and  
Photography Division (OL/P&PD) are visiting [redacted]  
[redacted] this week to interview  
applicants for the P&PD Co-op Program. This program has been highly  
successful and beneficial to both P&PD and [redacted] students, and is  
well worth continuing. [redacted] OL

25X1  
25X1  
NO  
25X1  
25X1

B. Last week the [redacted] was delivered to the  
Office of Logistics, ~~Printing and Photography Division (OL/P&PD)~~ for  
reproduction. Due to the work load and time available, ~~the~~  
~~completion date requested cannot be met.~~ Therefore, ~~P&PD~~ is in the  
process of procuring commercial printing of this publication.  
Because of the size of the publication, a 50 inch press is required.  
Printing facilities that have been used in the past are unable to  
meet these requirements, which means locating new printing  
facilities that will not only meet the printing requirements but  
also the high quality that is expected by P&PD. Bids will be  
received from several printing companies, and at that time, a  
decision will be made as to which company will print this  
publication. [redacted]

25X1  
NO

C. Representatives of the Office of Logistics, ~~Printing and~~  
~~Photography Division (OL/P&PD)~~ and the Office of Current Production  
and Analytic Support (CPAS) met this past week to discuss changes to  
the publication process for the International Economic and

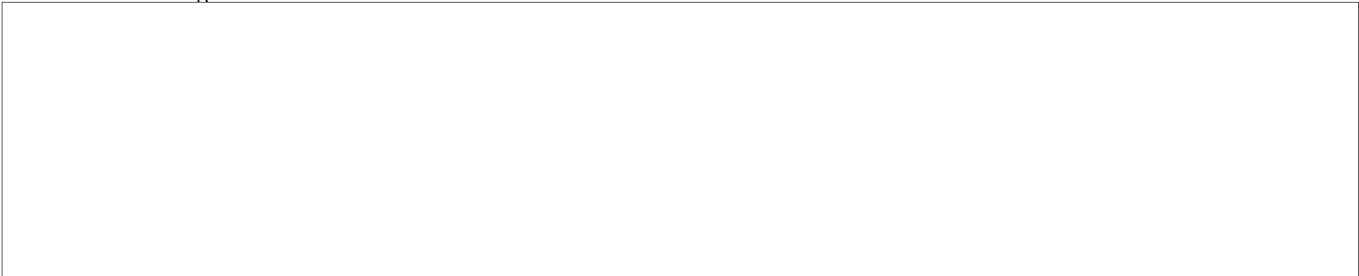
YES

25X1

*of the weekly actual finished*

Energy Weekly (IEEW). These proposed changes will only affect ~~processing in composition~~ and not the printing process in the main plant. Both parties agree that changes are needed to expedite this publication and have made significant progress toward this ~~lead goal~~.  
Another meeting is scheduled for ~~this week~~.  
*the week of 9-13 November.*

25X1  
25X1



*NO*

E. The Office of Logistics, Printing and Photography Division (OL/P&PD) has received a request from the Office of Security, Polygraph Division (OS/PD) for the creation of 33 cartoon characters displaying various expressions and reactions. These drawings are currently in rough draft, and after final approval by the customer, the drawings will be refined and made into transparencies. P&PD expects to meet the customer's due date.

25X1

F. On 4 and 5 November 1987, ~~two members of the Office of Logistics, Printing and Photography Division (OL/P&PD)~~ provided Headquarters Auditorium support, from 0700-1830 hours, for the Director of Central Intelligence (DCI) Low Observable Symposium sponsored by the Scientific and Technical Intelligence Committee and the Weapon and Space Systems Intelligence Committee. ~~Although Headquarters Auditorium support is now a function of the Office of Logistics, Facilities Management Division (OL/FMD), P&PD supported this program because FMD personnel did not have the proper clearances.~~

*YES*

25X1

III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

25X1



Administrative-Internal Use Only

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WEEKLY REPORT FOR SUPPLY DIVISION FOR PERIOD  
ENDING 10 November 1987

I. Status of Tasks Assigned by Senior Management:

None.

II. Major Events That Have Occurred During the Preceding Week:

25X1

YES

YES

YES

YES

S E C R E T

S E C R E T

25X1

[Redacted]

YES

G. On 5 and 6 November, an Operations Support Branch, Supply Division independent contractor, in conjunction with the OL Wang Administrator, gave a demonstration of the CRAFT/Wang-based property accounting system to a group of senior supply officers and representatives from the Information and Management Support Staff. A demonstration for the Chief, Supply Division, and the Director of Logistics is tentatively scheduled for next Monday, 16 November.

NO

25X1

25X1

[Redacted]

[Redacted]

25X1

[Redacted]

NO  
Action  
required

I. The Data Control Branch (DCB), Supply Division, generated eighteen additional monthly stock status reports for the Office of Communications. DCB has also received a request from the Budget and Fiscal Branch, OL, for two additional monthly reports giving data on other government agency funds.

NO

25X1

[Redacted]

J. The Supply Division training officer has compiled a report on the training accomplished by MLS careerists during FY 1987. The Division spent \$67,153 during the year, and 175 individuals submitted a total of 424 training requests. The attached training summary shows the distribution between those individuals who submitted internal training requests, external training requests, and both internal and external training requests.

where  
??  
..

NO

25X1

[Redacted]

III. UPCOMING EVENTS:

25X1

[Redacted]

NO

S E C R E T



S E C R E T

*Put in "forthcoming" when appropriate*

B. The Interdepartmental Support Branch, Supply Division has started to plan for the annual Focal Point Conference which will be held on 7-8 December 1987 [redacted]

25X1  
25X1

[redacted] Arrangements made to date include: a letter of invitation to Focal Point System (i.e., Joint Chiefs of Staff, Special Operations Division); letters of invitation to Agency personnel; and an invitation to [redacted] Deputy Under Secretary of Defense for Policy. [redacted]

NO

25X1  
25X1  
25X1

IV. MANAGEMENT ACTIVITIES AND CONCERNS:

NONE

25X1

[redacted]

Att

S E C R E T

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