


2 November 1979

25X1A MEMORANDUM FOR: Acting Deputy Director of Security (P&M)
FROM: 
Acting Chief, Security Records Division
SUBJECT: SRD Productivity Data FY 1980

Attached is a copy of the SRD Statistical Report
for October 1979.

25X1A



Att

cc:
AC/PPG

SECURITY RECORDS DIVISION - COMMUNICATIONS ACTIVITIES										FISCAL YEAR 1980		
	TELETYPE MESSAGES			DISPATCHES			CABLES				MANIFESTS	
	RECEIVED	TRANSMITTED	TOTAL	INCOMING	OUTGOING	TOTAL	INCOMING	OUTGOING	NON-AGENCY	TOTAL	INCOMING ITEMS	OUTGOING ITEMS
OCT.	1,616	912	2,572	39	2	41	683	392	1,495	2,570	426	2,474
NOV.												
DEC.												
JAN.												
FEB.												
MAR.												
APR.												
MAY												
JUN.												
JUL.												
AUG.												
SEPT.												
TOTAL												

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SECURITY RECORDS DIVISION - CASE PROCESSING					FY 1980
	PENDING BEGINNING OF MONTH	RECEIVED	PROCESSED	PENDING END OF MONTH	
OCTOBER	125	2,748	2,553	320	
NOVEMBER					
DECEMBER					
JANUARY					
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
JULY					
AUGUST					
SEPTEMBER					
TOTAL					

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SECURITY RECORDS DIVISION - INDICES ACTIVITIES							FISCAL YEAR 1980	
	PRIORITY REQUESTS	TERMINAL SEARCHES	MANUAL SEARCHES	FILES PULLED	NEW RECORDS ADDED	IMPERSONAL RECORDS PURGED	SECURITY DOCUMENTS NUMBERED	ACCUMULATIVE TOTAL OF SANCA RECORDS
OCT.	1,097	1,505	224	248	945	902	2,592	1,535,261
NOV.								
DEC.								
JAN.								
FEB.								
MAR.								
APR.								
MAY								
JUN.								
JUL.								
AUG.								
SEPT								
TOTAL								

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SECURITY RECORDS DIVISION - FILING ACTIVITIES							FISCAL YEAR 1980	
	FILES REQUESTED	FILES PULLED	FOLDERS, FILES	FILES RECHARGED	DELINQUENT FILES	DOCUMENTS FILED	UNFILED DOCUMENTS	
OCT.	15,661	13,072	13,704	3,733	798	7,788	6,250	
NOV.								
DEC.								
JAN.								
FEB.								
MAR.								
APR.								
MAY								
JUN.								
JUL.								
AUG.								
SEPT								
TOTAL								

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		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials
1.		
2.	C/PPG	<i>[Signature]</i>
3.	4E-70	
4.	<i>[Signature]</i>	
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

FYI

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.
SRD	GE31
	Phone No.
	7338

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