

B+61

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Acquisition of Space for Office Consolidation

FROM:

Helene L. Boatner
Director of Leadership Analysis

EXTENSION

NO.



OL

21112X-87

DATE

11 December 1987

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. Chief, Support Services
Center, MPSS

2.

3. Director of Logistics

4. DDIL

5.

6. C/FMD

7.

8.

9.

10.

11.

12.

13.

14.

15.

Action Cy sent

Suspense ~~11/15/87~~
1/5/87DIL directed
to hold "informal"
discussions with [redacted] in
hDA and send a memo
only if absolutely

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

21117X-87

11 December 1987

MEMORANDUM FOR: Director of Logistics

VIA: Chief, Support Services Center, MPSS *B*

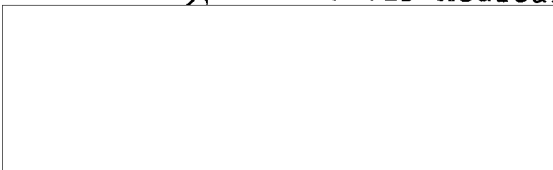
FROM: Helene L. Boatner
Director of Leadership Analysis

SUBJECT: Acquisition of Space for Office Consolidation

1. I am pleased to hear that we will be able to acquire the space in 1H5126 when it is vacated by Information Technology. This will be adequate to house the Political Psychology Division. It will not, however, be adequate to house the VIP Medical Division (presently in 3G00) as well. The VIP Medical Division, like any other operation involving medical diagnosis, has extraordinary space needs for filing. Moreover, it uses a number of part-timers and consultants who do not figure into your standard calculations but must, nonetheless, have space in which to do their work.

2. I hope you will look again at the issue of 1H5118. The point we made in our original memo is that it is apparently seldom used. Under those circumstances the date at which it is scheduled to be vacated does not appear to be particularly relevant. In any event, if we cannot have that space, then we will need some other space in which to house the VIP Medical Division.

STAT


Helene L. Boatner

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