permanent retention for some of the TAFFS numbers

(e.g. 401-01, 412-01, 701-01, 1002-02, 1013-01 and 1501-01)

it is believed the unique status of the USMA warrants

permanent preservation of the records created by it. If

approved, we will make the necessary changes to the dis
position instructions for the affected file numbers.

The documents to be filmed are described at Inclosure 1.

Although the descriptions cover 1959-1965 files, ongoing

authority to destroy documents converted to microform

is requested. Documents will be converted to 16mm roll

film, 24X reduction, IAW 41 CFR 101-11.504. The silver

original and a diazo copy will be retired to the West

Point Archives after verification that the film meets the

requirements of 41CFR 101-11.504. Use of microforms will

be IAW 101-11.505. Request approval to destroy paper

documents after film proves to be an acceptable substitute.

However, no disposal of hard copy will take place for 2 years after

filming. If, after this 2 year trial period, NARS determines

that film is an adequate substitute from a reference standpoint,

115-107

hard copy will be destroyed upon verification that film meets
the standards of 41 CFR 101-11.504.

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services
Administration
FPMR (41 CFR) 101–11.4

ageny, NNM, NNB-1/13/78 32;

Disposition:

- (a) Paper originals of records filed under the 16 TAFFS Numbers listed at Inclosure 2 and maintained at the USMA--TEMPORARY. Retain for 2 years after filming. If, after this 2 year trial period, NARS verifies that film is an adequate substitute for paper from a reference standpoint, originals will be destroyed upon verification that film meets the requirements of 41 CFR 101-11.504.
- (b) Silver original and one diaze copy--PERMANENT. Retire to USMA Archives upon verification that film meets the requirements of 41 CFR 101-11.504. When 20 years old, offer to the National Archives for deposit in the USMA Archives.

The attached enclosures provide the required information as to the volume and arrangement of records.

The first inspection required pursuant to 41 CFR 101-11.503 will be performed on June 6, 1979.

TOT AL 1959-1962 TOT AL 1963-1965

SUBTITLE

Airborne Detachment 61,62 2nd Aviation Detachment 59-62 Barber Shop 60,61,62 Boards & Committees 59-62

DA General Staff Visit 59-62

50th Engineer Construction Co 59-62 57th Military Military Police Co 59,60,61 Fire Department 60,61,62 1st Battle Group, 1st Infantry 59-62 First U.S. Army 59,60,62 Hotel Thayer 59-62 Office Admin & Organization 59-62 STUDIES, BOOKLETS, ETC.

Ref List of Incidents Required in Investigations Rooklet-Roards, Committees, Councils Standing Boards Study Superintendent's Briefing to DA General Staff TOE Engr Combat Co Charts

Reorganization of BG

- 1. Feasibility of establishing a Central Post Training Aids Shop
- 2.ADPS Application Study
- 3.Study-Impact of Revised Military Trng Program on USMA Organization & Resources
- 4.Organization Study USMA
- 5. Reorganization of Battle Gp & Tactical Depts to meet Academic & Tng Req Resulting from Change of Curriculm
- 6.Combination & Relocation of Maintenance Facilities
- 7.Study-Storage & Office Space
- 8. Relocation of TC Motor Pool
- 9. Revision of The Mission of USMA
- 10. Decentralization of Signal Div.
- 11. Study Centralization of Trng Aids Facilities & Responsibilities
- 12. Booklet-West Point Points The Way in Post Efficiency
- 13.Study-Management Manpower Survey
- 14. Study-Establishment of a Centralized Family Housing Org.
- 15.Study-Development of the Old Ordnance Compound as a Social Center for the First Class

X

SUBTITLE

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Uniforms & Civilian Clothing 59-62

USMA Band 59-62

USMA Domestic Emergency Plan 61
Superintendent
Chief of Staff
Dean
DCSLOG
Ordnance Div
Dental Surgeon
Engineer
Purchase & Contract Div
Quartermaster
Self-Service Supply Branch
Signal Div
Transportation Div.

STUDIES, BOOKLETS, ETC

- 16.Study-Staff Responsibility for Data Processing
- 17. The Challenge of Post Management
 Doing More & Better with Less
 (A Report on Post Managementat
 West Point) by MajGen Westmoreland
- 18. Medical Research Project USA Hospital, USMA, West Point
- 1. Peformance Time Standard Study AG Printing Plant
- 2. Relocation of Machine Records Unit
- 1. Free Issue of Items to Cadets
- 2.Orientation of Graduating Class Members
 Entering Duty with the US Air Force
- 3. Cadet Summer Uniforms
- 4. Tropical Worsted Uniform for the Cl 63
- 5.Staff Study-Used Clothing 1st Classmen
- 6. Cadet Uniform Changes
- 1. Clothing with West Point Emblems
- 2.Study-Uniform Regulation at West Point
- 1. Operational Control of the USMA Band
- 2. Reorganization USMA Band
- 3. Personnel Procurement USMA Band
- 4. Promotion of Director of Music, USMA
- 5.Stabilization of Band Personnel

Under AR 345-210 250 Planning Standardization & Improvement File Under AR 240-18 207-01 Organization Planning Files

SUBTITLE

STUDIES. BOOKLETS, ETC.

TOTAL 1959-1962

TOTAL 1963-1965

Treasurer

Post Surgeon

DCSP&A

Adjutant

Chaplain, USMA

Post Chaplain

Civilian Personnel Officer

West Point Museum

Post Exchange

Provost Marshal

Security Division

West Point Army Mess

Book Department

Special Services

Comptroller

Staff Judge Advocate

Information Officer

Librarian

Registrar & AdmissionsDiv

Director of Athletics

Dept of Electricity

Dept of English

Dept of Foreign Languages

Dept of Law

Dept of Mathematics

Dept of Mechanics

Dept of MA&E

Dept of ES&GS

Dept of Ordnance

Dept of Physics & Chemistry

Dept of Social Sciences

Commandant of Cadets

1st Battle Group

2nd Aviation Detachment

USMA Band

50th Engr Co

46"

Under AR 3/0-18 208-01 Operational Planning Files Operating Procedure Files. Under AR 345-210 265 General Personnel Management Files Assignment of Commission 59-62 Appointment of Cadet Officers 60-62

Assignment Officers & EM 59-62

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A Concept of Career Management for Officer Personnel of the Armed Services (Report of the Dept of Defense Ad Hoc Committee to Study & Revise the Officer Personnel Act of 1947)

Branch Assignments 59-62 Cadet Officers & Non-Commissioned Officers 59 Cadets General 59-62 Details-Officers & EM Staff Corps & Depts 59-62 First Class Authorization Fourth Class Fourth Class Sponsor Program Craduates .

- 1. Extract "Hearings before the Subcommittee of the Committee on Appropriations House of Rep. 87th Congress 1st Session
- 2. Summary of Reports of External Advisory Groups Reviewing USMA Curriculum
- 3. Booklet. "Briefing Supplement-Prediction of Effective Officer Performance by Human Factors Research Branch
- 1. Study "On Why Officers Resign From the Army"
- 2. Booklet, "US Naval Academy, Special Instructions 4th Class Summer 62
- 3. Booklet, 4th Class Knowledge USMA

Staff Study-Cadet Study Time

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TOTAL 1959–1962 TOT AL 1963-1965

11"

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Under AR 345-210 250 Military History Program Files
Under AR 340-18 228-10 Installation Historical Files

Alumni 59-62 Assembly 59-62 Association of Graduates 59-62 Cadet Chapel Board 60 Cadet Chapel Memorial Windows 59-62 Cadet Chapel Organ 59-62

Report & Recommendations for Projects & Improvements toward completion of The Cadet Chapel Organ

Cadet Chapel Organ (Schulmerich Carillons Class Rings, Pins, Crests &Official Seals 59-62 Constitution Island 60-62 Crozier Bequest 59-61 Cullum Hall 62 Death of USMA Army Mule 61 Flags 59-61 Fund Raising Program 59-62 Gen. Lee Portrait Memorial 59

Booklet-Info for Visitors to West Point Booklet-Gen. Leo Memorial Program

1.Leone Offer 956 Acres

2.Gifts (furnitur-Fillmore)

3.Official Flag of The State of Washington

4.Agreement -Shipp

5. Rooklet-Power Memorial Academy (Festival

of Music)

1.SOP- Cadet Store

2. Book-Alma Mater Theresiana

3.Book-Festschrift

4. Photos-Presentation to Peruvian Military Academy

•

Gifts by USMA 59-62

Gifts 59-62

Under	AR	345-210	250 Mi.	itary Histor	y Program	Files
·Under	Æ	340-18	228-10	Installation	Historica	al Files

S TOTAL STUDIES, BOOKLETS, ETC 1959-1962 SUBTITLE Gifts by USMA 59-62 5. Photos-Japan Defense Academy (Cont'd) 6. Photos-Gen. Powell's Trip to Australia Graduation 59-61 Graduation (Pres. Kennedy's Visit) 62 Honorary Class Memberships, Honors, Etc 62 June Week Accommodations 59 June Week Committees & Reports 59-62 1. Pictures of Supt's Reception 2. June Week After Action Reports Library 59-62 1. List of Periodicals currently received with holdings & Index Listing 2. Typed copy of manuscript written by Col Joseph H. Dorst, USMA 1873 & Comments of his son, Col James A. Dorst, 1913 3. Booklet-The USMA Library Staff a selfevaluation, by Egon Weiss 4. Selection of new Librarian Museum 59-62 1. Booklet-The U.S. Marine Corps Museum Quantico, VA. 2. Booklet-The U.S. Marine Corps Museum, The Machine Gun Collection 3. Displays Available for Academic Exhibits National Historic Landmark 61 The Registry of Nat'l Historic Landmarks Portraits & Paintings 59-62 Reports General 59-61 Superintendent's Annual Reception 59-62 Superintendent's Annual Report 59-62 1. Booklet-Annual Report of the Superintendent 2. Speech given by Gen. Davidson at DA General Staff Council Briefing 29 Oct 59 3. Nackup papers, pictures & illustrations for Annual Report Sylvanus Thayer Hall of Fame 59,60 1. Booklet-Thayer Academy Bulletin, Spring 59 2. Booklet-Sylvanus Thayer Educator 3. Pooklet-Sylvanus Thayer, Father of Technology in the U.S. by R. Ernest Dupuy 4. Parade Route, Gen. Sylvanus Thayer Birth-

Layout of Grounds

place, Dedication Exercises, April 30, 1960

TOTAL

1963-1965

	Military History Program Files 10 Installation Historical Files	TOTAL.	TOTAL
	Founder's Day 59-62 lomecoming Weekend 59-62	TOTAL TOTAL 1962 1959-1962 1963	
West Point in Sound an	id pigue ox	4611	7811

Awards-Sylvanus Thayer 59,60,62

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TOTAL

1959-1962

TOTAL

1963-1965

Under AR 340-18 228-10 Installation	el canagment riles Historical Files		TOTAL	TOTAL
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Awards-306th Infantry-Tunick 59-62				
Awards-United Daughters of the Confed				
Awards-Veterans of Foreign Wards 59-6				
Awards-Veterans of Foreign Wars Ladie	s Auxiliary 54-62		17"	22"
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Under AR 340-18 701-01 Military Per	sonnel Instruction Files		MODAT	MOM 4 T
CULATAL	CONTINUES DOOMS TO THE		TOTAL	TOTAL
SUSTITLE Absences General 59-61	STUDIES, BOOKLETS, ETC.	•	<u>1959-1962</u>	<u>1963–1965</u>
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Leaves General 60-62 Privileges General 61				
Leaves General 60-62 Privileges General 61 Punishment 59-62	·			
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62	·			
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62 Uniforms 59	·			
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62 Uniforms 59 Uniforms & Equipment Cadets 60-62		·		
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62 Uniforms 59 Uniforms & Equipment Cadets 60-62 Uniforms Other Than Cadets 62				
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62 Uniforms 59 Uniforms & Equipment Cadets 60-62				
Leaves General 60-62 Privileges General 61 Punishment 59-62 Separations 59-62 Uniforms 59 Uniforms & Equipment Cadets 60-62 Uniforms Other Than Cadets 62 Weddings & Marriages 59			20"	25 "

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Under AR 340-18 703-01 USMA Admission Files

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Memorialization-Doris Barth Hall 60 Memorialization-Sylvanus Thayer 60 Memorialization Rehabilitation Gen Thayer,Office, Qtrs 100 Memorials 60-62

- 1.Report of the Memorialization Committee Summer 1961
- 2.Cp Buckner Range & Trng Area Memorialization Program Sketches

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Under AR 340-18 401-01 Informational Instruction Files

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Boy Scouts 59-62

Two certificates of Appreciation

(1) USMA (2) Maj Gen Wm. Westmoreland

Branch Lectures 60-62

Cadet Public Relations 59-61

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Founders Day 62

Invitations-Accepted 59,60

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Invitations-Representative 59-62

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1311

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2. Pictures Armed Forces Displays	
Celebrations & Conventions 59-61 Pictures of plaque presented to	
Brazilian Military Academy	
Celebrations, Civil War Centennial 59-62	
Ceremonies (Decoration of Pres F.D. 1. Newspaper articles & pictures Roosevelt Grave) 59-62 2. Pamplet "Home of F.D. Roosevelt	
Ceremonies (Inauguration Pres. Kennedy) 60-61	
Ceremonies & Parades, Pershing Day 60	
Ceremonies, Reviews, Parades, Conduct of Remarks of Gen. George H. Decker, C/S	
Military Funerals USA, 22 Sep 62, given at review in his	
honor	
Hudson-Champlain-Fulton Celebration 59 1. Pamplet, "American Heritage" the story of	
Old Fort Niagara	
2.Fort Ticonderoga Pagent & Ceremony	
3. Fact Sheet, Hudson-Champlain Celebration	•
4. State Univ. Teachers College, New Paltz, N.Y.	
Presents a Year of Activities in	
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TOTAL 1959-1962

1963-1965

62" 51"

2"

4"

111

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 TOTAL
 TOTAL
 TOTAL

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Student Conference on U.S. Affairs 59-62

10th-14th SCUSA Program (The National Security Policy of the U.S.

Superintendent 59-62

Superintendent's Annual Conference 59-62 1. Booklet "Your Naval Academy"

2. Booklet, Record of Proceedings, Conference of Superintendents-Academies of the Armed Forces, 7-9 May 59

3. Booklet, Same as above 29-31 March 60

4. Booklet, Same as above 5-7 April 61

5.Booklet, Same as above 9-11 April 62

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STUDIES. BOOKLETS. ETC

- Report of the Curriculum Review Board
- 2.Study"An Estimate of the Curriculum & Methods of the USMA, 29 Dec 58
- 3. The Modified USMA Curriculum by Brig Gen William W. Bessell
- 4. Superintendent's Minority Report & Estimate of Curriculum & Methods of Instruction

Curriculum-Coast Guard Academy Summer Course 60

Curriculum-Consultant to Academic Bd 62 Curriculum-Detached Service-Exchange

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Curriculum-Exchange Visits-Cadets 60-62

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4. Character Sketches of Certain Civil War Generals by R, P. Reeder, Jr. Col USA Ret'd

3. Report on Graduate Questionaire 1 July 58

Curriculum & Functions of the USCGA
2. Booklet. Bureau of Applied Social Research.

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A Report on the Year. 57-58

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SUBTITLE	STUDIES, BOOKLETS, ETC	1959-1962	<u> 1963–1965</u>
Curriculum-Supt's Questionaire 59 (Cont'd)	5. Annex A-Instruments Used In Assessing Graduate Opinion of the Academic Curriculum-USMA Graduate Questionaire 6. Annex B-Statistical & Methodological		
	Discussion of the Procedure Used in the Analysis Graduate Questionaire, questions 078-083		
Curriculum-Tactic Curriculum Review Study	Program of Instruction for Cadets covering the Period from Graduation 8 Jun 60 to Reorganization Week 29 August 60		
Curriculum-Tactics 59,61,62	1. Program of Instruction for Cadets covering the period from Labor Day 59 to June Week 6 2. Program of Military Instruction for Cadets, USMA 1958-1959 3. Program of Military Instruction 1962-1963		
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Land for Cemetery 59,60 Quarters Officers & Civilians 61,62 Thayer Hall 59	•		6 .
Thay of that 17	·	6".	13"

which 2

MICRODIS 6030-IFB4 TAFFS LISTING

PERMANENT RETENTION

TAFFS NUMBER	DESCRIPTION	FILMED VOLUME (1959-1965)	ANNUAL INCREASE
207			
207-01	Organization Planning ,	87fi	3LF .
208-01	Operation Planning Procedures	40"	311
224-02	IG Inspection	15"	1"
228-10	Installation Historical	133"	6LF
228-11	Memorialization Board	8"	211
401 - 01	Legal and Information Instruction	96½"	3LF 👡
412-01	Geremony	21"	1"
701-01	Military Personnel Instruction	45"	*
703-01	US Military Academy Admissions	32"	2"
903-17	Medical Statistics Data - Source	6"	*
1002-02	Training Operation	113"	1LF
1011-01	Curriculum Approval	5911	411
1011-03	Course Publication	53"	311
1011-04	School Study	5"	7"
1013-01	Civilian Schooling Plan	511	2"
1501-01	Facilities Instruction	19"	211