

MEMORANDUM

Hand Delivered

October 26, 1995

To: Kris Wilhelm, NARA
From: Joe Freeman, ARRB
Subject: RIF's for HSCA Staff Payroll Files

There are 11 HSCA staff payroll files for which RIF's need to be generated. *All* 11 RIF's should contain the following information:

<u>FIELD</u>	<u>DATA</u>
AGENCY:	HSCA
RECORD SERIES:	STAFF PAYROLL RECORDS
AGENCY FILE NUMBER:	[Blank]
ORIGINATOR:	HSCA
FROM:	[Blank]
TO:	[Blank]
TITLE:	[Blank]
DOCUMENT TYPE:	PRINTED FORM
SUBJECT:	[Last name, first name]; HSCA, ADMINISTRATION
CLASSIFICATION:	UNCLASSIFIED
RESTRICTIONS:	3
CURRENT STATUS:	POSTPONED IN FULL
DATE OF LAST REVIEW:	?
COMMENTS:	Box 3

Here are the names, dates and number of pages for the 11:

<u>Name</u>	<u>Date</u>	<u>Pages</u>
Reeves, Floyd L.	8/1/77	5

Robinson, Barbara Jean	11/21/77	5
Sacco, Thomas W.	3/27/78	4
Speiser, Mark A.	10/30/77	4
<u>Name</u>	<u>Date</u>	<u>Pages</u>
Strickland, Ann L.	12/28/76	8
Thomas, Joseph A.	9/9/77	5
Walker, Robert J.	9/6/77	5
Waxman, Mel	8/23/77	4
Webb, Dean B.	3/20/78	4
Webb, William A.	10/3/77	5
Wrase, Richard C.	10/25/77	5

Freeman e:\wp-docs\102695
File 4.23.5