

IAGPA-F-SD

19 Oct 1984

MEMORANDUM FOR RECORD

SUBJECT: Tasks to Accomplish CENTER LANE Transfer - Equipment and Furnishings

1. (S/CL-2/NOFORN) GOAL: To effect the smooth transfer of ICLP equipment and furnishings from INSCOM to DIA with no disruption in operational capabilities.

2. (U) GIVENS:

(U) The equipment and furnishings which we currently hold on hand receipt are necessary for the continued operations of ICLP.

b. (U) ICLP should receive logistics support from the property book office of the agency which provides our funding.

3. (U) MILESTONES

DATE

Initial coordination with HQ Support Division	completed
Initial coordination with IPBO DIA	30 Nov 84
Initial coordination with DIA PBO	30 Nov 84
Turn-in Automotive credit card to OPSGP	31 Dec 84
Turn-in OPSGP car	31 Dec 84
Become tenant activity on Ft Meade	1 Jan 85
Transfer of IPB equipment from INSCOM to DIA	1 Jan 85
Hand receipt of IPB equipment from DIA IPB	1 Jan 85
Transfer of office equipment from INSCOM to DIA	1 Jan 85
Hand receipt of office equipment from DIA	1 Jan 85
Establish HR with post furnishings branch	2 Jan 85
Transfer furnishings from HQ Co to our HR	2 Jan 85

4. (U) Transfer of the SAVIN Reproduction machine or purchase of a new reproduction machine is a problem which can be solved only after a POC can be found at DIA.

WARNING NOTICE: CENTER LANE SPECIAL ACCESS PROGRAM
RESTRICT DISSEMINATION TO THOSE WITH VERIFIED ACCESS
TO CATEGORY TWO (2)

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