TO: P/P  FROM: S/ABST (Mr. Friedman)  30 June 1954  Comment #3  60493/can

1. It is estimated that one hundred dollars ($100.00) will be required by NSA in FY-1956 for entertaining the NSA Scientific Advisory Board.

2. Justification:

   a. Purpose of visit: Presentation, discussion, and consultation on matters pertaining to the NSASAB.

   b. Officials to be entertained: Ten Board members and twelve members of the NSA Staff and Directorate.

   c. Country of origin of officials to be entertained: United States.

   d. Length of conference or visit: Two days.

   e. Type of entertainment to be provided: Meal and cocktails at a restaurant or club in the local area.

   f. Minimum cost: $96.34.

      Method of computation:

      22 meals at $3.00 each  $66.00
      Private dining room  10.00
      Cocktails  18.82
      2% Sales Tax (on $76.00)  1.52
      Total  $96.34

      This figure is based solely on the entertainment expenditure for the NSASAB during FY-1954.

I. T. McDonald
Ass't to Spec. Assist.
TO: F/F
FROM: Mr. Friedman, 8/ASST 6 July 1954  Comment No. 3 60493/can

Subject: Entertainment Expenses Fiscal Year 1956

1. It is estimated that one hundred dollars ($100) will be required by NSA in FY-1956 for entertaining the NSA Scientific Advisory Board.

2. Justification:

   a. Purpose of Visit: Presentation, discussion, and consultation on matters pertaining to the NSASAB.

   b. Officials to be entertained: Ten Board members and twelve members of the NSA Staff and Directorate.

   c. Country of origin of officials to be entertained: United States.

   d. Length of conference or visit: Two days.

   e. Type of entertainment to be provided: Meal and cocktails at a restaurant or club in the local area.

   f. Minimum cost: $96.34.

Method of computation:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 meals at $3.00 each</td>
<td>$6.00</td>
</tr>
<tr>
<td>Private dining room</td>
<td>10.00</td>
</tr>
<tr>
<td>Cocktails</td>
<td>18.82</td>
</tr>
<tr>
<td>2% Sales Tax (on $76.00)</td>
<td>1.52</td>
</tr>
<tr>
<td>Total</td>
<td>$96.34</td>
</tr>
</tbody>
</table>

(This figure is based solely on the entertainment expenditure for the NSASAB during FY-1954.)

3. In addition, and in light of possible active collaboration with some additional third parties by FY-1946 which might require reciprocation in kind as far as entertainment is concerned, it is suggested that an additional expenditure approximating $500.00 should be included in the NSA entertainment expenses for FY-1956. It is impossible to give a detailed accounting of such an expenditure at this time.

I. T. MCDONALD
Asst' to Special Assistant

CONFIDENTIAL
Subj: Preliminary Plans for Fire Drills, NavSta

TO: Chiefs of Staff Offices and Divisions
FROM: BqC
24 June 54
Cdr. R.W. Mindte,

The provisions of Comment No. 1 have been complied with.

I. T. MCDONALD
Captain USAR
Ass't to S/ASS'T