

~~CONFIDENTIAL~~

Subject: Entertainment Expenses Fiscal Year 1956

TO: P/F

FROM: S/ASST (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)	<u>1.52</u>
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.

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Subject: Entertainment Expenses Fiscal Year 1956

TO: F/P

FROM: Mr. Friedman, S/ASST

6 July 1954

Comment No. 3
60493/can

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[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
Ass't to Special Assistant

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Subj: Preliminary Plans for Fire Drills, NavSta

TO: Chiefs of Staff Offices and
Divisions

FROM: HqC

24 June 54
Cdr. R.W. Mindte,

TO: HqC

FROM: S/ASST (Mr. Friedman) 2 July 54 Comment #2
60493

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

I. T. McDONALD
Captain USAF
Ass't to S/ASS'T