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Letter to Col. Thomas P. Blake, Jr., Chairman, ASPR Committee, Department of Defense; by Paul G. Deabing, General Counsel.

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UNITED STATES GENERAL ACCOUNTING OFFICE
WASHINGTON, D.C. 20548

IN REPLY
REFER TO B-100489

OFFICE OF GENERAL COUNSEL

APR 1 1977

Colonel Thomas F. Blahn, Jr.
Chairman, ASPR Committee
Office of the Assistant
Secretary of Defense
Department of Defense

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Dear Colonel Blahn:

By letter dated February 18, 1977, with attachment, you requested our comments on a proposed expansion of ASPR Appendix M regarding the use of microfilm for record keeping purposes.

Although conversion to microfilm records may require a considerable investment, in your view its adoption may prove to be cost effective. Thus the proposed use of microfilm records would be optional. Contractors electing to utilize microfilm records however would be obligated to provide the equipment to readily permit "hard copy" reproductions of such microfilm records. Similarly, appropriate measures would have to be instituted to assure convenient access to records and safeguarding of information. Finally, it is proposed that contractors' original records which are to be or have been microfilmed not be destroyed prior to 18 months after final payment of the contract.

We have no objection to the amendment as proposed.

Sincerely yours,

Paul G. Dentling

Paul G. Dentling
General Counsel