

COMMUNICATIONS & GENERAL SERVICES (cont'd)

LIBRARY SERVICES DIVISION (ACL) (continued)

Documents Centre - Burdon Ms C ... 2-6150/2-5486

Reference Services - Adams Mrs A ..... 2-6150  
 Inquiries and Research ..... 2-6150/2-5486  
 Press Clippings (ACLC) - McKen W ..... 2-7687  
 Circulation and Interlibrary Loans -  
 Tremblay Réjean ..... 2-7687  
 Newspapers and Mail ..... 2-7687  
 Sauvé Susan ..... 2-7687  
 Vézina Joanne ..... 2-7687

NATO Documents Centre (ACLN)  
 Jackson D ..... 6-2536

Legal Branch Library (ACLL)  
 Habib Mrs J ..... 2-4383

RECORDS MANAGEMENT DIVISION (ACR)

8lock A G-266

CHARETTE R L P - Director ..... 2-8678  
 Secretary - Piffard Miss J ..... 2-8678  
 Divisional Secretary - Gallant Mrs J .... 6-1779  
 Langevin N J - Admin and Finance ..... 5-6836  
 McLaughlin Jim - Training Instructor .... 6-8431  
 McGovern Leo - Deputy Director ..... 2-7437

Systems Development Section (ACRY)  
 Berlet L H - Acting Manager ..... 2-7532  
 Moore D W - Micrographic  
 Unit Head (ACRX) ..... (59)3-5798  
 Gagnon Miss F - Records  
 Improvement (ACRZ) ..... 2-6859  
 Classification and Index Systems ..... 5-6615  
 Manuals and Procedures ..... 2-7532  
 Post Liaison ..... 6-2878  
 Records Scheduling (ACRR) ..... 2-6157  
 Research ..... 5-6615

Analysis & Dissemination Section (ACRA) A G-280  
 Supervisor ..... 2-7959  
 Commercial & Commodity Relations  
 ECP ..... ECB ..... 2-7959  
 ECW ..... 2-4164  
 Development, Industry & Science Relations  
 E8P ..... E8D ..... 2-4164  
 E8I ..... 2-7959  
 E8S ..... 2-2217  
 Functional & Defence Records  
 Supervisor ..... 5-6615  
 Communications & General Services -  
 ACP ACL ACR ACT ..... 6-2442  
 Defence & Arms Control Affairs -  
 DFP DFD DFR ..... 5-6615  
 Legal Affairs - FLP FLA FLO ..... 6-2878  
 Press Office - FPR ..... 6-2442  
 Protocol - PPR ..... 6-2442

International Affairs Records  
 Supervisor - Bissonnette Miss M P G ... 6-8178  
 Co-ordination - FCP FCC FCF FCO ..... 6-8178  
 Public Affairs - FAP FAC FAE FAH FAR .. 2-5988  
 Public Affairs - FAI FAB ..... 2-6664  
 United Nations Affairs - UNP UNO UNS .. 6-8178

Regional Records

Supervisor ..... 2-6032  
 African & Middle Eastern Affairs -  
 GAP GAA GAF GAM ..... 2-1411  
 Asian & Pacific Affairs -  
 GPP GPL GPO GPS ..... 2-6032  
 European Affairs - GEP GEA GEC GEO .... 2-5325  
 Latin American & Caribbean Affairs -  
 GSP GSC GSL ..... 6-1406  
 Policy Planning Secretariat - POL ..... 2-8529  
 United States Affairs -  
 GNP GNG GNT ..... 6-1406

Documents Centre (ACRD) A G-290  
 Chief - Richard Mrs E ..... 2-8491  
 Reference & Retrieval Section  
 Supervisor ..... 6-1360  
 A to I ..... 6-1360  
 J to R ..... 6-1377  
 S to Z ..... 2-5790  
 Microfilm ..... 6-1402  
 Central Photocopy Service (ACRE) ..... 6-1341

Records Custody  
 Supervisor ..... 5-6922  
 Request for Current  
 Records (ACRC) ..... 6-1138/2-7827  
 Request for Dormant  
 Records (ACRI) ..... 2-6614/2-7827  
 Request for Special Records (ACRS) .... 2-7827

C-2 Records Unit (ACRP) C 2-115  
 Supervisor - Dubois Mrs T ..... 2-7962  
 Request for Files ..... 2-6966  
 Bilingualism - ABC ..... 2-7962  
 Consular CSP CSO CSR ..... 5-7964  
 Finance - AFP AFF ..... 2-7474  
 Foreign Travel & Removal -  
 APRF APRI APRK APRR APRT ..... 2-7474  
 Inspector General - PIN ..... 2-7962  
 Personnel - APP APO APRL ..... 2-7962  
 Staff Relations & Compensation - APR .... 6-2523

C-3 Records Unit (ACR8) C 3-Core  
 Supervisor - Cain Miss C ..... 6-2459  
 Request for Files - ARP AR8  
 ARC ARD ARM AFS ..... 6-2459

Mail Management (ACRM) A G-310  
 Meilleur J H - Manager ..... 6-1510  
 Supervisor - Mail Operations -  
 McLaughlin J M ..... 2-5598  
 Outgoing Mail  
 Supervisor - Franey Sean ..... 6-1760  
 Incoming Mail  
 Supervisor - McGrath Mike ..... 6-1402  
 Personal Mail ..... 2-8043

Vehicle, Conveyor & Messenger Management (ACRK) A G-310  
 Waters P O - Manager ..... 6-1423  
 Supervisor - Vehicles & By Hand Operations  
 Boyd F W ..... 5-2361  
 Conveyor Stations Supervisor -  
 Latreille J ..... 6-9175  
 Conveyor Controller - Young A ..... 6-9176  
 Vehicles Despatcher - Lafontaine L ..... 5-7538  
 By Hand Deliveries ..... 5-7538