PN-ACZ-255

May 5, 1948

ECONOMIC COOPERATION ADMINISTRATION

800 Connecticut Ave., N. W.

STerling 6400

(Code 1234)

GENERAL INFORMATION

	DIAL
Directory Service	2594
Telephone Service Order Section	2594
Telephone Repair Service	2598

CALLS FOR LOCAL WASHINGTON NUMBERS

Dial 9. Wait for second dial tone. Dial the first two letters of the Central Office name (example: Republic, Dial RE) and dial all the figures of the number.

LONG DISTANCE AND SUBURBAN CALLS

Dial "Operator" and ask for Long Distance. Supply the name of your agency when requested. Place your call with the Long Distance operator. Place calls by number whenever it is possible and stay on the line unless directed otherwise.

TRANSFERRING CALLS

On incoming calls from outside or other Government Departments, you may signal the operator to transfer the call to another telephone.

Calls that are dialed from one extension to another cannot be transferred.

CALLING OTHER GOVERNMENT DEPARTMENTS

Many Government agencies can be called direct by dialing the Interdepartmental dial codes, listed on inside front cover.

4

GOVERNMENT INTERDEPARTMENTAL DIAL CODES

	Dial Code
A	
Agriculture, Department of	161
.Air Force, Department of	131
American Red Cross, The National	170
Archives, National	163
.Army, Department of	131
Atomic Energy Commission	144
.Attorney General	197
B	
.Budget, Bureau of	189
Bureau of Engraving and Printing	137
Bureau of Federal Supply	192
Bureau of Standards, National	154
C	
Capitol, U. S.	190
Central Intelligence Agency	143
Civil Service Commission—	
Headquarters	171
Personnel Classification Division	151
Regional Office No. 4	151
.Civilian Production Administration	141
.Coast Guard, U. S.	172
Commerce, Department of	164
.Commodity Credit Corporation	161
Comptroller General	195
.Customs, Bureau of	172
D	
.Defense Housing Coordinator	183
District of Columbia Government	174
E	
.Executive Mansion	160
Executive Office of the President	189
Export-Import Bank of Washington	1246
F	
Federal Bureau of Investigation	175
Federal Communications Commission	169
.Federal Register	163
Federal Reserve Board	132
Federal Security Agency	176
Federal Supply, Bureau of	192
Federal Works Agency	1227

	Dial Code
G	
General Accounting Office—	
Main	195
Annex	196
Government Printing Office	149
I	
Interior, Department of	181
.International Monetary Fund	182
Interstate Commerce Commission	166
L	
Labor, Department of	177
Library of Congress	173
M	
Maritime Commission, U. S.	178
N	
National Defense	131
Navy, Department of	141
P	
.Passport Division, U. S.	191
.Public Buildings Administration	1227
R	
Reconstruction Finance Corporation	168
S	
Securities and Exchange Commission	193
State, Department of	191
T	
Treasury, Department of	172
U	
United Nations Relief and Rehabilitation Administration	184
V	
Veterans Administration	
Main	139
Munitions Bldg.	158
Regional Office	135
.Voluntary Foreign Aid, Advisory Committee on	191
W	
.War Assets Administration	151
Washington National Airport	1222
White House	160
.World Bank	182

Dot (.) preceding a listing indicates that the called switchboard probably will answer name of another agency.

A

Abbott Thelma A ECA-O&M rm718 800 ConnAvNw 2577
Acree Vernon ECA-Pers rm308 800 ConnAvNw 2733
Alexander Charles H ECA-Bud rm406 800 ConnAvNw..2588
Armstrong John I ECA-Pers rm312 800 ConnAvNw 2707
Austin James C ECA-UP-Press rm411 800 ConnAvNw..2694

B

Baker Frances ECA-Pers rm304 800 ConnAvNw ..2521
Barb Marian ECA-Pers rm322 800 ConnAvNw 2583
Barber Leight F ECA-Pers rm308 800 ConnAvNw..2733
Barham Neva G ECA-ADM rm508 800 ConnAvNw .2701
Bennett Adolph J ECA-SpecAsst rm501 800 ConnAvNw..2735
Biddle Eric H ECA-O&M rm722 800 ConnAvNw ...2568
Bissell Richard M ECA-SpecAsst rm508 800 ConnAvNw..2831
Blaisdell W C ECA-Adm rm301 800 ConnAvNw ..2500
Board Samuel S ECA-Pers rm314 800 ConnAvNw 2511
Boehringer Mabel ECA-ADM rm309 800 ConnAvNw.2809
Bohon Mabel ECA-Pers rm314 800 ConnAvNw 2508
Boise Marjorie ECA-Pers rm322 800 ConnAvNw ...2583
Bolimeyer Fred J ECA-PressInf rm415 800 ConnAvNw..2657
Bonsell Glenna ECA-ADM rm504 800 ConnAvNw ..2534
Brantley Francis S ECA-O&M rm420 800 ConnAvNw..2720
Broadley C V ECA-O&M rm722 800 ConnAvNw ...2740
Brown Odelle W ECA-Adm rm408 800 ConnAvNw 2574
Bryant Lucile ECA-ADM rm513 800 ConnAvNw ..2562
Buell Elizabeth ECA-ADM rm611 800 ConnAvNw ..2545
Burke Helen L ECA-Inq rm405 800 ConnAvNw 2546
Burke Rita ECA-Pers rm320 800 ConnAvNw 2539
Butler E L ECA-Adm rm305 800 ConnAvNw 2594

C

Cabot Mabel Y ECA-Pers rm318 800 ConnAvNw ..2506
Cake Gilbert L ECA-Compt rm400 800 ConnAvNw .2586
Canterbury John ECA-O&M rm720 800 ConnAvNw .2744
Carpenter Hazel M ECA-Bud rm406 800 ConnAvNw 2588
Cawley Francis ECA-Bud rm404 800 ConnAvNw ..2518
Chazen Leona ECA-Pers rm322 800 ConnAvNw ..2583
Chudy Jayne ECA-Pers rm306 800 ConnAvNw ...2522
Church Alyce M ECA-ADM rm302 800 ConnAvNw..2508
Clark Evelyn ECA-Compt rm402 800 ConnAvNw ..2582
Cleary J M ECA-ADM rm517 800 ConnAvNw 2726
Cleveland Harlan ECA-ADM rm611 800 ConnAvNw 2545
Cobb Raymond W ECA-O&M rm416 800 ConnAvNw 2566
Colby Grace ECA-Pers rm318 800 ConnAvNw 2506
Cooley James ECA-OGC rm617 800 ConnAvNw 2803
Couch V L ECA-Pers rm301 800 ConnAvNw .... .2557
Craig Katherine ECA-Pers rm304 800 ConnAvNw .2520
Crawford David ECA-OGC rm617 800 ConnAvNw ..2804
Crocker Geraldine ECA-ADM rm513 800 ConnAvNw.2561
Curran Margaret ECA-ADM rm505 800 ConnAvNw 2852

D

Davis Mildred ECA-Inq rm507 800 ConnAvNw 2713
Davis Sherlock ECA-ADM rm601 800 ConnAvNw ..2527
Day Marion ECA-Pers rm316 800 ConnAvNw 2511
DiBlasi Doris ECA-Pers rm316 800 ConnAvNw 2625
Dormaier Olinda ECA-Pers rm322 800 ConnAvNw .2583
Dorr Margaret ECA-Pers rm318 800 ConnAvNw ..2584
Dowd Margaret ECA-ADM rm507 800 ConnAvNw 2538
Dray Rose ECA-O&M rm416 800 ConnAvNw 2577
Dwyer Edw ECA-O&M rm716 800 ConnAvNw 2565

E

Engel Carl ECA-Compt rm402 800 ConnAvNw ...2519
Essington Ruth A ECA-Inq rm409 800 ConnAvNw ..2713
Evans Boyd A ECA-Compt rm402 800 ConnAvNw ..2519

F

Fahnestock P D ECA-PressInf rm415 800 ConnAvNw..2657
Field Madeleine ECA-ADM rm504 800 ConnAvNw..2830
Fite H H ECA-O&M rm722 800 ConnAvNw 2567
FitzGerald D A ECA-ADM rm614 800 ConnAvNw ..2553
Flannery William ECA-O&M rm420 800 ConnAvNw 2570
Fobes Jack E ECA-Asst to Dir Adm rm507 800 ConnAvNw..2537
Foley William A ECA-Pers rm314 800 ConnAvNw ..2784
Freshman Mary Sue ECA-Inq rm409 800 ConnAvNw 2713
Fulweiler L B ECA-Pers rm304 800 ConnAvNw ...2506
Furber Norman ECA-Pers rm320 800 ConnAvNw ..2539

G

Gaines Lu ECA-Pers rm322 800 ConnAvNw 2583
Gander Eleanor A ECA-Adm rm305 800 ConnAvNw 2594
Ganger Maxine ECA-SpecAsst rm508 800 ConnAvNw..2832
Garcia Cecilia ECA-Adm rm303 800 ConnAvNw ..2533
Garrick Marie L ECA-Compt rm400 800 ConnAvNw 2586
Garwell John W ECA-Adm rm301 800 ConnAvNw 2730
Geiger Theodore ECA-ADM rm503 800 ConnAvNw 2722
Gitings Catherine ECA-Pers rm308 800 ConnAvNw 2798
Goodhue Lowell ECA-O&M rm716 800 ConnAvNw ..2566
Gottlieb Henry ECA-Pers rm304 800 ConnAvNw ..2840
Goutiere Dorothy ECA-ADM rm517 800 ConnAvNw 2725
Gray Dorothy ECA-ADM rm503 800 ConnAvNw ...2723
Green Sterling Thomas ECA-AP-Press rm411 800 ConnAvNw..2697
Groves Lila ECA-Adm rm317 800 ConnAvNw 2504

H

Hagen Everett ECA-Compt rm403 800 ConnAvNw .2525
Halley Alice ECA-Pers rm322 800 ConnAvNw 2583
Hanna Elizabeth A ECA-ADM rm512 800 ConnAvNw..2711
Harbold Lillian ECA-Pers rm312 800 ConnAvNw ..2615
Hard James H ECA-Pers rm302 800 ConnAvNw ...2508
Harlan J G Jr ECA-Pers rm310 800 ConnAvNw ..2589
Harrill Reece ECA-Compt rm402 800 ConnAvNw ..2519
Harriman W Averell ECA-ADM rm513 800 ConnAvNw..2621
Harrington Jack ECA-TelSurv rm307 800 ConnAvNw..2558
Hart Virginia B ECA-Adm rm315 800 ConnAvNw .2505
Haslan W H ECA-Pers rm304 800 ConnAvNw 2507
Health Unit rm1007 800 ConnAvNw 168-178
Hefner Frank ECA-O&M rm414 800 ConnAvNw ...2570
Henderson A I ECA-ADM rm511 800 ConnAvNw ...2561
Hobart Frederick P ECA-Inq rm407 800 ConnAvNw 2713
Hobson Mary ECA-ADM rm315 800 ConnAvNw ...2540
Hoff Wm Jay ECA-OGC rm617 800 ConnAvNw 2802
Hoffman Paul G ECA-ADMINISTRATOR rm516 800 ConnAvNw..2611
Honerkamp Rosalene F ECA-ADM rm508 800 ConnAvNw..2831
Hoover Calvin B ECA-Consit rm505 800 ConnvANw .2851
Hopkinson Daniel K ECA-O&M rm722 800 ConnAvNw..2717
Houchens Frances ECA-Pers rm308 800 ConnAvNw 2808
Howard John ECA-Pers rm322 800 ConnAvNw 2583
Huse Robert ECA-PressInf rm415 800 ConnAvNw .2657

I

Information ECA rm608 800 ConnAvNw 2546
Irons Phyllis M ECA-Pers rm322 800 ConnAvNw ...2593

J

Jackson Frank A ECA-Adm rm307 800 ConnAvNw 2581
Jackson Mary ECA-PressInf rm415 800 ConnAvNw 2659
Jenkins Julia ECA-ADM rm503 800 ConnAvNw ...2722
Jenks Randolph ECA-O&M rm718 800 ConnAvNw 2742

Jett June ECA-Pers rm306 800 ConnAvNw 2560
Jones Doris E ECA-Compt rm401 800 ConnAvNw .2586
Joseph Susannah E ECA-Inq rm409 800 ConnAvNw 2713

K

Kam Paula ECA-Pers rm308 800 ConnAvNw 2517
Keil Lucille B ECA-Inq rm409 800 ConnAvNw 2713
Kerr Cleon ECA-Pers rm304 800 ConnAvNw 2703
Kerwin William J ECA-INS-Press
rm411 800 ConnAvNw..2692
Keyes Katherine ECA-ADM rm501 800 ConnAvNw 2861
King F L ECA-Pers rm316 800 ConnAvNw 2708
Kirk Frances E ECA-Pers rm304 800 ConnAvNw ..2555
Koval Eva ECA-Compt rm410 800 ConnAvNw 2529
Kucbeil Ann A ECA-Adm rm301 800 ConnAvNw ...2503

L

Land Rex ECA-Asst to DirAdm
rm507 800 ConnAvNw..2538
Langdoc Irene ECA-ADM rm507 800 ConnAvNw ..2538
Lavin Margaret M ECA-Pers rm304 800 ConnAvNw 2556
Lawrence George F ECA-ADM
rm505 800 ConnAvNw..2851
Leuchtenburg Phyllis ECA-ADM
rm503 800 ConnAvNw..2723
Lighter Eleanor ECA-Adm rm301 800 ConnAvNw 2730
Lindsay Franklin A ECA-ADM
rm503 800 ConnAvNw..2723
Love Charles ECA-Pers rm322 800 ConnAvNw 2583

M

Maffry August ECA-ADM rm505 800 ConnAvNw ..2851
Mallard W P ECA-O&M rm420 800 ConnAvNw ...2720
Mangold Helen E ECA-Pers rm310 800 ConnAvNw 2591
Marque Gaston E ECA-PressInf
rm415 800 ConnAvNw..2658
Mason Jacob H ECA-Pers rm314 800 ConnAvNw ..2616
May Alice ECA-Inq rm407 800 ConnAvNw 2713
McCahill Roberta ECA-Pers rm318 800 ConnAvNw 2506
McClelland W T ECA-Compt rm402 800 ConnAvNw 2519
McCullough Mildred ECA-Pers
rm322 800 ConnAvNw..2583
McFarland W E ECA-Pers rm306 800 ConnAvNw ..2522
McNeil James F ECA-Compt rm402 800 ConnAvNw 2587
Meggs James H ECA-Pers rm320 800 ConnAvNw ..2539
Messenger Service ECA-Adm rm317 800 ConnAvNw 2504
Miller Ray ECA-ADM rm502 800 ConnAvNw 2736
Moody Robt F ECA-Adm rm311 800 ConnAvNw ..2580
Moore M T ECA-SpecAsst to ADM
rm516 800 ConnAvNw..2731
Moses Mabel ECA-Pers rm301 800 ConnAvNw ...2557
Mundy Eleanor ECA-O&M rm714 800 ConnAvNw ..2564
Murphy Patricia A ECA-Compt
rm407 800 ConnAvNw..2530
Murray Doris W ECA-Pers rm310 800 ConnAvNw 2589

N

NaDeau Gladys M ECA-ADM rm616 800ConnAvNw 2553
Nakamura May T ECA-Pers rm308 800 ConnAvNw 2798
Nebolsine George ECA-ADM rm502 800 ConnAvNw 2735
Nixon Betty ECA-O&M rm712 800 ConnAvNw 2564
Nolan William R ECA-Inq rm405 800 ConnAvNw ..2546

O

O'Brien Francis J ECA-Compt
rm402 800 ConnAvNw..2519
O'Connell John M ECA-Inq rm407 800 ConnAvNw 2713
Odell Margaret ECA-Adm rm315 800 ConnAvNw ..2540
O'Neill J B ECA-Pers rm310 800 ConnAvNw 2591
Oshinsky Betty ECA-Pers rm322 800 ConnAvNw ..2583
Ozer Sol D ECA-ADM rm503 800 ConnAvNw 2723

P

Parker Billie L ECA-O&M rm718 800 ConnAvNw ..2567
Parker Fred ECA-Pers rm308 800 ConnAvNw 2517
Pedersen Viola ECA-ADM rm516 800 ConnAvNw ..2614
Pepper Florence ECA-Pers rm318 800 ConnAvNw .2506
Peterson Dorothy ECA-ADM rm516 800 ConnAvNw 2732
Peterson Hazel C ECA-Pers rm320 800 ConnAvNw 2593
Piper Carol ECA-ADM rm505 800 ConnAvNw 2810
Platts Vesta P ECA-Pers rm302 800 ConnAvNw ..2509
Posnasky Rosalie ECA-Inq rm409 800 ConnAvNw ..2713
Press Service ECA rm411 800 ConnAvNw 2657
Prosser Gwynne A ECA-Pers rm314 800 ConnAvNw 2706

Q

Quilter Jule T ECA-Pers rm318 800 ConnAvNw ..2584

R

Receptionist
3fl 2514
4fl 2515
5fl Militza Santin 2608
Reeder Margaret ECA-Compt rm410 800 ConnAvNw 2800
Reel Irma ECA-Pers rm320 800 ConnAvNw 2539
Rees Herbert ECA-Pers rm320 800 ConnAvNw 2710
Reid Hugh ECA-Adm rm317 800 ConnAvNw 2504
Reinhardt N W ECA-Compt rm401 800 ConnAvNw 2587
Reynolds Patricia ECA-Inq rm407 800 ConnAvNw ..2713
Rhinehart Walter L ECA-Pers
rm304 800 ConnAvNw..2556
Richards Samuel D ECA-ADM
rm512 800 ConnAvNw..2711
Richardson David ECA-ADM rm504 800 ConnAvNw.2830
Rieger Chas ECA-Pers rm316 800 ConnAvNw 2609
Roane Russell ECA-Compt rm401 ConnAvNw 2582
Robbins Dorothy ECA-Secy to ADM
rm516 800 ConnAvNw..2612
Robertson Martha E L ECA-ADM
rm501 800 ConnAvNw..2861
Roebuck Marion ECA-Compt rm402 800 ConnAvNw 2519
Ross George ECA-Pers rm320 800 ConnAvNw ...2539
Ruggles H H ECA-Adm rm313 800 ConnAvNw 2516
Rupard Robert ECA-O&M rm722 800 ConnAvNw ..2717
Rutledge Ann ECA-Compt rm410 800 ConnAvNw ..2529

S

Saari Arvo W ECA-Adm rm317 800 ConnAvNw ...2504
Sanford Ellen ECA-Inq rm608 800 ConnAvNw ...2546
Santin Militza ECA-Adm 5fl 800 ConnAvNw 2608
Schattner Elsie ECA-Inq rm409 800 ConnAvNw ..2713
Schroer Crystal ECA-ADM rm502 800 ConnAvNw ..2735
Seidenspinner Donald J ECA-Adm
rm305 800 ConnAvNw..2594
Sharp Virginia ECA-ADM 3fl 800 ConnAvNw 2514
Shaw L J ECA-Pers rm314 800 ConnAvNw 2793
Shepherd Betty S ECA-O&M rm722 800 ConnAvNw 2568
Shorter Kay ECA-O&M rm716 800 ConnAvNw 2807
Simon Herbert A ECA-O&M rm418 800 ConnAvNw.2569
Simpson C L ECA-Compt rm400 800 ConnAvNw ...2582
Sisk Betty ECA-ADM rm516 800 ConnAvNw 2612
Sisk Nan F ECA-Adm rm303 800 ConnAvNw 2533
Skalos Julia M ECA-Inq rm405 800 ConnAvNw ..2546
Smiler Josephine ECA-Pers rm308 800 ConnAvNw..2517
Smith Donald W ECA-Pers rm316 800 ConnAvNw .2595
Smith Elva I ECA-Pers rm318 800 ConnAvNw 2506
Smith Madella ExO rm403 OldStateBg 2596
Sparks Roy S ECA-Adm rm316 800 ConnAvNw 2580
Statland Tillie ECA-Pers rm312 800 ConnAvNw ...2705
Stearns Jessie ECA-O&M rm712 800 ConnAvNw ..2564
Stenographic Unit ECA-Adm rm408 800 ConnAvNw 2574
Stephens Bessie May ECA-OGC
rm617 800 ConnAvNw..2801
Stephens Grace ECA-Pers rm322 800 ConnAvNw ..2583
Stone Donald C ActDirADM rm507 800 ConnAvNw .2536

Stout Hiram ECA-O&M rm720 800 ConnAvNw ...2743
Sullivan Virginia ECA-Pers rm318 800 ConnAvNw .2506
Synan Edward M ECA-Inq rm405 800 ConnAvNw .2546

T

Talbert James L ECA-O&M rm420 800 ConnAvNw 2570
Taylor James R ECA-Compt rm410 800 ConnAvNw 2512
Taylor Wayne C ECA-Dir of Opns
rm501 800 ConnAvNw..2861
Telegraphic Unit ECA rm315 800 ConnAvNw 2505
Tesky Evelyn ECA-Pers rm308 800 ConnAvNw 2704
Thada Herbert ECA-Compt rm412 800 ConnAvNw 2530
Thevenin Esther ECA-ADM rm512 800 ConnAvNw 2711
Thomas Rose M ECA-Compt rm401 800 ConnAvNw 2519
Thornton Margaret ECA-Pers
rm304 800 ConnAvNw..2523
Tirana R ECA-ADM rm505 800 ConnAvNw 2852
Tittle Dorothy ECA-Pers rm322 800 ConnAvNw ...2583
Tollefson Eunice E ECA-ADM
rm513 800 ConnAvNw..2622
Traynham Paul F ECA-O&M rm716 800 ConnAvNw 2565

V

Van Hyning Samuel ECA-ADM
rm504 800 ConnAvNw..2830
Vaughan Gertrude ECA-Compt
rm412 800 ConnAvNw..2530
Viault George ECA-Adm rm301 800 ConnAvNw ...2503

W

Wack Carl J ECA-Compt rm401 800 ConnAvNw ...2582
Walker James J ECA-Adm rm303 800 ConnAvNw 2533
Ward Grace E ECA-ADM rm616 800 ConnAvNw ..2554
Weihrauch Dorothy E ECA-PressInf
rm415 800 ConnAvNw..2657
Weil Elsa ECA-Adm rm307 800 ConnAvNw 2594
Welch Mildred ECA-Pers rm310 800 ConnAvNw ..2522
Welling Josephine ECA-Adm rm305 800 ConnAvNw 2579
Wharton Edith ECA-Pers rm310 800 ConnAvNw ..2592
Williams Charles ECA-Compt rm410 800 ConnAvNw 2512
Winton David ECA-Pers rm314 800 ConnAvNw ...2615
Wyatt Irma Lee ECA-O&M rm718 800 ConnAvNw .2577
Wylie C E ECA-O&M rm714 800 ConnAvNw 2527

Y

Young Doris ECA-Pers rm322 800 ConnAvNw 2583

CLASSIFIED SECTION
ECONOMIC COOPERATION ADMINISTRATION

800 Conn. Ave., N. W.

General Information 2514

OFFICE OF THE ADMINISTRATOR

Administrator Paul G Hoffman rm516 2611
Secretary Dorothy Robbins rm516 2612
Secretary Viola Pedersen rm516 2614
Special Assistant M T Moore rm516 2731
Secretary Dorothy Peterson rm516 2732
Special Assistant Samuel D Richards rm512 2711
Secretary Elizabeth A Hanna rm512 2711
Special Assistant J M Cleary rm517 2726
Secretary Dorothy Goutiere rm517 2725

DIRECTORS OF PROGRAM, OPERATIONS AND SUPPLY

Director Wayne C Taylor rm501 2861
Secretary Martha E L Robertson rm501 2861
Special Assistants George Nebolsine rm502 2735
Ray Miller rm502 2736
George F Lawrence rm505 2851
August Maffry rm505 2851
R Tirana rm505 2852
Director Richard M Bissell rm508 2831
Secretary Rosaline Honerkamp rm508 2831
Special Assistants Samuel Van Hyning rm504 2830
Franklin A Lindsay rm503 2723
Theodore Geiger rm503 2722
Phyllis Leuchtenburg rm503 2723
Director D A FitzGerald rm614 2553
Personal Assistant Gladys M NaDeau rm616 2553
Secretary Grace E Ward rm616 2554

OFFICE OF THE GENERAL COUNSEL

Acting General Counsel A I Henderson rm513 2561
Secretary Lucile Bryant rm513 2562

OFFICE OF THE SPECIAL REPRESENTATIVE

Special Representative W Averell Harriman rm513 2622
Secretary Eunice Tollefson rm513 2622

OFFICE OF THE COMPTROLLER

Acting Comptroller Gilbert L Cake rm400 2586
Secretary Marie L Garrick rm400 2586
Special Assistants Boyd A Evans rm402 2519
Reece Harrill rm402 2519
C L Simpson rm400 2582

OFFICE OF THE DIRECTOR OF ADMINISTRATION

Acting Director Donald C Stone rm507 2536
Secretary Margaret Dowd rm507 2538
Special Assistants John E Fobes rm507 2537
Rex Land rm507 2537
Secretary Irene Langdoc rm507 2538

ADMINISTRATIVE SERVICES DIVISION

Acting Director George Viault rm303 2503
Acting Assistant Director John N Garwell rm301 2730
Building Services Donald J Seidenspinner rm305 2594
Directory Services Eleanor A Gander rm305 2594
Files and Records Margaret Odell rm315 2540
General Services Frank A Jackson rm307 2581
Mail Unit Hugh Reid rm317 2504
Messenger Unit Hugh Reid rm317 2504

ADMINISTRATIVE SERVICES DIVISION—Continued

Office Supplies R F Moody rm311 2580
Printing and Duplicating H H Ruggles rm313 2516
Purchasing Officer Josephine Welling rm305 2579
Space Control Donald J Seidenspinner rm305 2594
Telegrams and Teletypes Virginia B Hart rm315 2505
Telephone Services Donald J Seidenspinner rm305 2594
Transportation James J Walker rm303 2533

PERSONNEL DIVISION

Acting Director James H Hard rm302 2508
Secretary Vesta P Platts rm302 2508
Administrative Assistant Walter L Rhinehart rm304 2556
Classification Assistant J B O'Neill rm310 2591
Executive Interview Assistants Gwyne A Prosser rm314 2706
Samuel S Board rm314 2511
Interviewing Assistant L B Fulweiler rm318 2556
Placement Assistant Katherine Craig rm304 2520
Recruitment Assistant C Herbert Rees rm320 2710
Security Assistant Fred Parker rm308 2517

PRESS SERVICE

Acting Director P D Fahnestock rm415 2657
Secretary Victoria H Russell rm415 2657
Consultants Gaston E Marque rm415 2657
Robert Huse rm415 2657
Fred J Bollmeyer rm415 2657
Dorothy E Weihrauch rm415 2657

BUDGET DIVISION

Acting Director Francis R Cawley rm404 2518
Assistant to the Director Charles H Alexander rm406 2588

ORGANIZATION

Acting Director Harry H Fite rm418 2567
Assistants (Overseas)
Eric H Biddle rm422 2568
Daniel K Hopkinson rm420 2564
Hiram Stout rm420 2564
Robert Rupard rm422 2568
Assistants
John Canterbury rm418 2569
Raymond W Cobb rm416 2566
Lowell H Goodhue rm416 2566
Edmund Dwyer rm416 2565
Kay Shorter rm416 2565
Herbert A Simon rm418 2569
Issuances C E Wylie rm420 2564

GENERAL INQUIRIES SECTION

Chief Edward M Synan rm608 2546
Secretary Helen Burke rm608 2546
(Congressional Liaison Officer) Frederick P Hobart rm606 2546
Control Clerk Mildred Davis rm608 2546
Correspondence Chief Alice May rm608 2546