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REQUEST FOR OFFICE
SUPPLIES, AND LABOUR
OCT. 46 - NOV. 46

NSC-13

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MEMORANDUM FOR THE RECORD
 Navy Sub Commission HQ 32.

May 1971.
 2nd October, 1961.

From : Navy Sub Commission, HQ, Allied Commission.
 To : Office Space Section, Allied Commission Building.

Subject: Supply of Furniture for Navy Sub Commission.

It is suggested that the following items of
 office furniture may be supplied for use by the Navy
 Sub Commission.

- 4 desks glass top.
- 1 desk timber.
- 2 typing desks.
- 8 chairs.
- 1 easy chair.
- 3 wastepaper baskets.
- 1 cabinet.
- 2 file cabinet stool.
- 6 ironing trays.

Sgd. A. K. Messenger.

ALLIED COMMISSION.

1284

HN-12
 NSC-13

27 December 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Camp Commandant (Office Space Section).
Subject: Cleaning of Typewriters.

1. It is requested that the typewriter repairman be sent to this office for the purpose of cleaning the typewriters listed.

Remington JC 559730
Royal KMM2 - 2102582
Royal KMM18 - 2968741
Woodstock 611769
Smith 1A1758288 - 11

JAMES RISA
Lieut. Comdr., USNR,
Secretary.

NSC-13

1283

17 December 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Camp Commandant.

Subject: Rubber Stamps - Request for.

1. It is requested that two (2) rubber stamps, according to the pattern attached, may be supplied for use in the Navy Sub-Commission.

Secretary.

NSC-13

1282

12 November 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Officer in Charge, Office Space Section.
Subject: Electrical work and supplies - Request for.

1. It is requested that an extension of the buzzer system be made in Room 38 of this Sub-Commission.

2. It is also requested that this S/C be furnished with:

3 - Desk Lamps with cords.

6 - 200 W Light Bulbs

3 - 150 " " "

The above to be installed as directed.

J.C. RISK,
Lt. Cmdr., USNR,
Secretary.

NSC-13

1281

20 December 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Camp Commandant (Office Space Section).

Subject: Desk Sign and Door Sign - Request for.

1. It is requested that subject signs be made as shown below:

Desk Plate:

James Risk
Lieutenant-Commander, USNR

Door Sign:

Administrative & Liaison Officer
James Risk, Lieut-Cond., USNR

Approx. size:- 14"x18".

James Risk,
Administrative Officer.

NSC-13

1280

~~IRAF 12~~

21 November 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Camp Commandant.
Subject: Rubber Stamps - Request for.

1. It is requested that this Sub-Commission be furnished rubber stamps as listed below:

One (1):- JAMES RISK,
Lieut. Cmdr., USNR,
For

Two (2):-

Received
Navy Sub-Commission

22 NOV 1946

1279

NSC-43

10 October 1946.

MEMORANDUM TO CAMP COMMANDANT.

Subject: NSC Letterhead Paper - Request for printing of.

1. It is requested that this sub-commission be furnished with 3000 sheets of printed letterhead paper. The letterhead will be as per attached sheet.

W. F. BAHLMANN,
Commander, USNR,
Administrative Officer.

NSC-13

1273

5 December 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Headquarters Supply.
Subject: Kerosene - Request for.

1. It is requested that the Navy Sub-Commission be furnished with 15 gallons of kerosene for the stoves used for heating the offices.

Secretary.

NSC-13

1277

27 November 1946

From: Navy Sub-Commission, Headquarters Allied Commission.
To: Office Space Section.

Subject: Funnel - Request for.

1. This sub-commission is in immediate need of a large funnel and therefore requests that the Office Space Section furnish one, if necessary having one made, top diameter 8 to 12 inches and bottom diameter 3 inches.

Secretary.

NSC-13

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