HEADQUARTERS NEW CADET BARRACKS
UNITED STATES CORPS OF CADETS
West Point, New York

18 June 1960

ADMINISTRATIVE MEMORANDUM
NUMBER 1

(Effective until 31 August 1960 unless sooner rescinded or superseded)

ADMINISTRATIVE MEMORANDA
HEADQUARTERS NEW CADET BARRACKS, 1960

1. The following is an initial index of Administrative Memoranda to be published by Headquarters New Cadet Barracks, for the operation of New Cadet Barracks, 1960:

Admin Memo Nr	Subject
1	Administrative Memoranda, New Cadet Barracks, 1960
2	Procedure, First Processing Day
3	Regulations, USMA, Paragraph 12.06, "Hazing"
4	Tactical Officer Assignments, New Cadet Barracks, 1960
5	Room Assignments, New Cadet Battalion, 1960
6	Special Duty Assignments of the New Cadet Detail
7	Schedule of Calls, New Cadet Barracks, 1960
8	Issue Schedule of Clothing & Equipment for New Cadets, Class of 64
9	Laundry and Dry Cleaning Schedule, New Cadet Barracks, 1960
10	Identification Photo and Fingerprinting, Class of 1964
11	Immunization and Blood Typing, Class of 1964
12	Administrative Forms, New Cadet Barracks, 1960
13	Exchange of New Cadet Details
14	Administrative Control of New Cadet Battalion, 26 June through 28 August 1960
15	Fourth Class Cadet Chapel Choir Training Squad
16	Fourth Class Catholic Chapel Choir Training Squad
17	Weekend Leaves, New Cadet Detail, 1960
18	Fourth Class Limited Privileges, New Cadet Barracks, 1960
19	Reception and Enrollment of New Cadets
20	Policy for Cadet Detail, New Cadet Barracks, 1960
21	Religious Activities, New Cadet Barracks, 1960

2. This series of Administrative Memoranda, NCB Training Memoranda, and Training Schedules, will have the following distribution:

1 Superintendent, USMA
1 Commandant of Cadets, USCC
1 Officer-in-Charge, USCC
2 S-1, USCC
5 S-3, USCC
2 S-4, USCC
5 Records, USCC
2 Cadet Store
2 Cadet Supply
1 Training Aids Storeroom
1 Mr. Glowa, Post Engineers
1 Mr. Herrick, Post Engineers
1 Theater Officer, USMA
5 USMA Hospital
110 New Cadet Detail (Except Training Schedules - 180)
35 Headquarters, NCB
5 Records, NCB
5 USMA Band
2 Headquarters Camp Buckner
2 USMA Provost Marshal
1 Quartermaster, USMA
1 Post Laundry, USMA
1 Public Information Officer, USMA