

25 11 1973

~~INTERNAL SECURITY - WATERGATE~~

Digest rate files are being distributed as follows, to be added to as additional information is received. Please keep the files intact for future use.

O/DGI)
OGC) Miss Gillard
OLC)
OIG)

DDMS

DFO

DDI

DNS&I Mr. Ebeckinridge

(b)(3)

All material is to be read by COB today.

It is requested that material be carded on 3 x 5 cards for future possible use. It should show (1) the name of the employee in upper left hand corner, (2) name of person being reported on (e.g. Hunt, McCord, etc.) (3) event reported, if significant, and the word "routine" if not significant, (4) identifying reference to memo in which information is recorded.

If an event reported in this material is significant, please report it immediately for handling (either a "jewell" or something connected with Watergate and associated events)

Please raise any questions that occur as you get into the material. Especially, as you get ideas as work progresses, please put them forward.

SDB

IS. Add office symbol to employees name.

~~INTERNAL SECURITY PAPER~~

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