

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

NOTICE

17 February 1950

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SUBJECT: Writing of Dates within CIA.

REFERENCE: Chapter I, Paragraph 5.a., CIA Correspondence Manual,
dated January 1948.

1. Reference requires that within CIA dates be written in the day-month-year form, i.e. 17 February 1950. It forbids use of skeleton style 5/1/50.

2. Noncompliance with this directive by various CIA units is causing confusion within the Agency and attention is directed to the reference for strict compliance.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[Redacted Signature]

Executive //

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DISTRIBUTION: A.

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