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*ADM-10.5*

DDS&T #5022-66  
11 October 1966

**MEMORANDUM FOR: Executive Officer, Directorate of Science  
and Technology**

**SUBJECT : OCS Planned Contribution to Agency History  
Publication**

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1. Attached plan submitted as requested.

2. I strongly suggest a joint session involving [redacted] and the DDS&T office representatives, before writing gets underway (or goes much further). I think, also, that a small directorate steering group is required, as a focal point for Joe and to interface with like groups now existing in the other directorates.

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3. Finally, with staff employees involved (and contrary to the general discussion held previously in staff meetings), I think part-time preparation of the contributions, spread over a reasonable period, is the way to go. This, of course, is particularly true for us, since [redacted] is on a DD/S payroll.

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[redacted]  
Director of Computer Services

**Attachment: a/s**

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2 - OCS Files

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D/OCS: [redacted] mru:4011(11Oct66)

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