

**SECRET**

ADM-1000

3 March 1966

DD/S&T 875-66

**MEMORANDUM FOR:** Director of Communications

**SUBJECT:** Agency Procedure for Handling Messages

**REFERENCE:** Memorandum from Executive Director-  
Comptroller, dated 2 March 1966, same  
subject

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Mr. [REDACTED] is designated the DD/S&T representative to the group established by the Executive Director-Comptroller for the purpose of studying a standardization of procedures for numbering and identifying Agency messages. He may be contacted on Extension 4248.

[REDACTED]

Executive Officer  
Directorate of  
Science and Technology

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