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Approved For Release 2005/08/24 : CIA-RDP70-00211R000300020005-0

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*[Handwritten signature]*

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*Attn:*

6 October 1955

*10/24*

*[Redacted signature area]*

MEMORANDUM FOR: Deputy Director (Plans)  
Deputy Director (Intelligence)  
Deputy Director (Support)  
Inspector General  
Special Assistant to the Director  
for Planning and Coordination

The DCI directs that in the future all papers submitted for DCI or DDCI action, requiring signature denoting approval or disapproval, will contain, in the final paragraph, a recommendation which clearly briefs the action recommended. Such paper shall further contain the words in the place provided for the DCI or DDCI signature, "The recommendation (s) in paragraph \_\_\_\_\_ is (are) approved (disapproved)."

/s/

*[Redacted name]*  
Executive Assistant  
to the Director

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\* Contents noted. will pick up this change with the first revision to the Correspondence Handbook. *H*

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