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*S/S
Cytra*

DD/ST# 4711-67

24 NOV 1967

MEMORANDUM FOR: Deputy Director for Science & Technology

ATTENTION : Chief, Administrative Support Staff, DD/S&T

SUBJECT : Official Home-Area-to-Work Transportation for
Critical Key Employees During Snow Emergencies

REFERENCES : (a) Memo dtd 29 Sept 67 to DD/S&T fr D/L, subject:
Changes in the Critical Key Employee List for
Official Home-Area-to-Work Transportation
During Snow Emergencies

(b) Memo dtd 14 Nov 67 to D/L fr C/ASS-DD/S&T,
subject: Critical Key Employee List During
Snow Emergencies

1. In connection with referenced memoranda, special transportation will be provided for the Deputy Director for Science and Technology when required. The attachment includes emergency pickup points and routes to accommodate the other designated critical key employees requiring official transportation from home areas to work during officially declared snow emergencies.
2. Due to equipment and manpower limitations, emergency transportation can only be provided for a small cadre force when public and private transportation is at a standstill. The designated single point-of-contact official in your Office will be notified when weather conditions are such that this emergency plan is to be placed into effect.
3. In order to prevent undue demand on limited Agency transportation capabilities, I am attaching enough copies (51) of the listing of emergency pickup points and routes for distribution to the critical key employees named in Reference (b).

Signed:

fo George E. Meloon
Director of Logistics

25X1A

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GROUP 1
Excluded from automatic
downgrading and
declassification

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