

1 JUN 1967

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*Summary
File*

25X1A9a MEMORANDUM FOR: [REDACTED]

SUBJECT: Invitation to Address the Support Services Course for Career Trainees

1. You are invited to present the following subject CIA Records Management Policies

in the Support Services Course for Career Trainees on Friday, 16 June 1967, 0830 - 0930 in Room [REDACTED].

25X1A6d

2. Attached are a schedule and a guidance sheet which tells of the nature of the course, the student body, and gives some suggestions for handling your subject. If you desire any further assistance in the preparation of your presentation, please contact the Course Chief

*Trickle
[unclear]*

25X1A9a Instructor, [REDACTED] on Extension 3567.

[REDACTED]

JOHN RICHARDSON
Director of Training

FOIAb3b

Attachments:

- A. Schedule
- B. Speaker Guidance