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Approved For Release 2001/03/30 : CIA-RDP78-03985A000400140039-7

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7. Human Resources Program. Mr. Garrison requested that this program penetrate into the branch and sections if it has not already done so.

25X1A9a 8. Leave. [REDACTED] stated that each employee will soon receive a schedule of their annual and sick leave. This report will be the last report issued this year. Employees should keep this report and maintain their own leave record.

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