

**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

FROM: *C/SS/ORD* EXTENSION NO. DATE

TO: (Officer designation, room number, and building) DATE RECEIVED FORWARDED OFFICER'S INITIALS COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

NO.	TO:	DATE		OFFICER'S INITIALS	COMMENTS
		RECEIVED	FORWARDED		
1.	<del>C/SS/ORD</del>	<i>5/9</i>		<i>[Signature]</i>	CAREER SERVICE PANEL MINUTES 3 APRIL 1973
2.					(1) For signature, please
3.					and
4.					Do I xerox a copy for each Panel member's CSP Handbook, or do we just retain one copy of the attachment in the permanent file for the CSP members' review? If we choose the latter route, maybe you should tell the CSP members at the staff meeting that the minutes for both the 3rd and 9th of April are available for review since we have approval for these minutes listed on the Agenda.
5.					
6.					
7.					
8.					
9.					
10.	DD/ORD				(10) For signature, please
11.					<i>Did not plan to make distribution of these minutes but have distributed a memo to all members stating that these minutes are available in Support Office for their review.</i>
12.					
13.					
14.					
15.					

**ROUTING AND RECORD SHEET**

SUBJECT: (Optional) **DRAFT - Special Session, CSP/ORD**  
 3 April 1973 **DRAFT**

FROM: Executive Secretary, CSP/ORD EXTENSION 2637 NO. **EYES ONLY**  
 DATE 6 April 1973

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. DD/ORD		25X1A9a		(3) [redacted] has seen the attached and has made his corrections.
2.				<p>For your comments and return. As you were the principal speaker, I felt that you should see this before we make distribution.</p> <p><i>Sub R.</i></p> <p>Recommend that the verbatim report not be distributed. A brief synopsis of the principal points <u>save</u> remarks about individuals should be adequate. I hope the point was made that an appropriate word from the word how the proper person to trace involved was in order. That will suffice.</p>
3. D/ORD				
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