

3 February 1982

MEMORANDUM FOR: Director of Central Intelligence

FROM:

[Redacted]

STAT

Director, Office of External Affairs

SUBJECT: Request for Appearance

1. Action Requested: Sign the attached letter regretting a luncheon/discussion meeting on strategic decision-making.

2. Background: Larry C. Farrell, President of Kepner-Tregoe, Inc., organizational consultants in Princeton, N.J., has invited you to attend a 3-hour luncheon and discussion on strategic decision-making to be held at the University Club here in Washington on 3 March 1982.

Your calendar shows you have tentative plans to be out of the country.

3. Recommendation: Sign the attached letter of regret.

[Redacted]

STAT

APPROVED:

Director of Central Intelligence

Date

DISAPPROVED:

Director of Central Intelligence

Date

OEXA/PAD/CEW/scn/3 Feb 82/x7676
Distribution:

- Orig. - addressee
- 1 - DDCI
- 1 - D/OEXA
- ① - ER 82-2260/1
- 1 - OEXA 82-0242/1
- 1 - PAD subj. (MEM)
- 1 - CEW chrono.
- 1 - PAD hold