

6 FEB 1981

MEMORANDUM FOR: General Counsel

FROM: William N. Hart  
Acting Deputy Director for Administration

SUBJECT: "Comment" for April 1981 Issue of DDA  
Exchange

1. The DDA Exchange is a quarterly Directorate publication that is widely circulated to both DDA and non-DDA Agency employees. In the time that we have been publishing the magazine, four years now, many of the Agency's senior officers have contributed the lead article "Comment". Attached for your perusal is the last copy of the Exchange that we published.

2. Before you take your leave of the Agency, we would appreciate a "Comment" from you. If possible, we would like an article reflecting on your recollections of the Agency as it was when you entered it, how it has changed during your tenure, and the directions you see it taking over the next several years. Our objective is to give our readers a sense of the evolution which has occurred in the Agency over the past several years as seen from either your personal perspective or the organizational perspective of the General Counsel. Can we count on a "Comment" from you?

3. The "Comment" article should be sized at about a thousand words so as to leave sufficient room for your photograph and an appropriate caption. We can accommodate clearance levels through SECRET. In order to meet our next publication schedule, we will need your contribution by 1 March 1980. We would appreciate it if you would send your material to the Managing Editor, DDA Exchange, 7D18 Headquarters.



William N. Hart

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Attachment:  
As Stated

UNCLASSIFIED When  
Attachment Is Removed

DD/A 80-2591

1 DEC 1980

MEMORANDUM FOR: Director of Training & Education

FROM: [redacted]  
Editor, DDA Exchange Magazine

SUBJECT: Letter of Appreciation

1. [redacted] very ably assisted this Staff during the past year as OTE's senior editor for the DDA Exchange. We appreciate the efforts of [redacted] and all the senior editors who make this magazine an interesting communication medium within our Directorate and to other directorates as well.

2. On behalf of our readers, I would like to thank [redacted] for the fine contribution he made to the DDA Exchange.

[redacted]

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Distribution:

- Orig - DTE
- 1 - DDA Chrono
- 1 - DDA/MS Subject
- 1 - DDA/MS Chrono
- 1 - TBC Chrono

DDA/MS: [redacted] (28Nov80)