

Handwritten notes:
2013/01/29

27 October 1987

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[redacted] DD/PS, conducted the staff meeting in the absence of [redacted] D/S [redacted]

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2. Senior OS Managers Address Secretarial Conference

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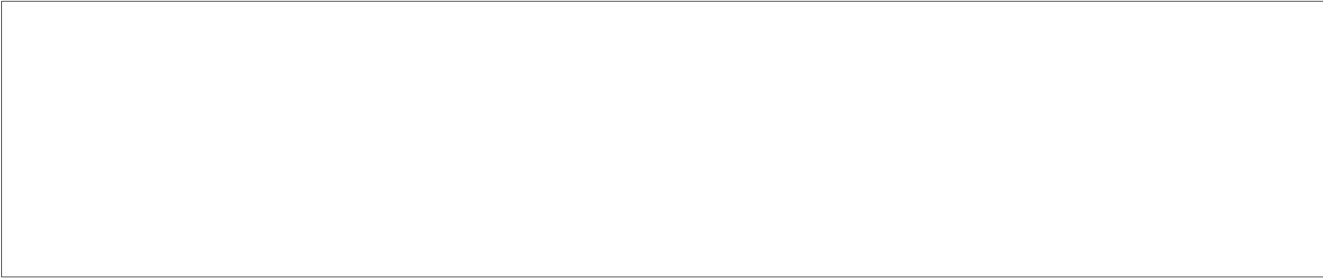
The D/OS, DD/PS, DD/PTS, E/O, and A/O were guests for a dinner and discussion period at the OS Secretarial off-site conference [redacted] Contributing to the three-day conference were the following: [redacted] OP Advisor to the IS Career Service; [redacted] [redacted] Secretarial Training Branch, OTE; [redacted] Secretarial and Clerical Career Management Officer; Father Sebastian, Director of Adult Education, Catholic University; Liane Summerfield, Marymount College; and Diane Rowan, deMara Images, International. The conference was informative and enjoyed by all, and C/PMS announced that it was a big success.

[redacted]

[redacted]

S E C R E T

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4. D/S to Attend EAOSG Conference

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The intinerary is being finalized for [redacted] upcoming trip to the Far East. He will attend the EAOSG Conference in [redacted] on 2 November [redacted] before returning on 18 November. [redacted]

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5. Annual SAC Conference

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The annual SAC conference will be held [redacted] from 25 to 28 October and at Headquarters on 29 and 30 October. All OS employees are invited to join the SACs at a cocktail hour in the Executive Dining Room on 29 October from 1730 to 1930 hours (\$7.00 per person). [redacted]

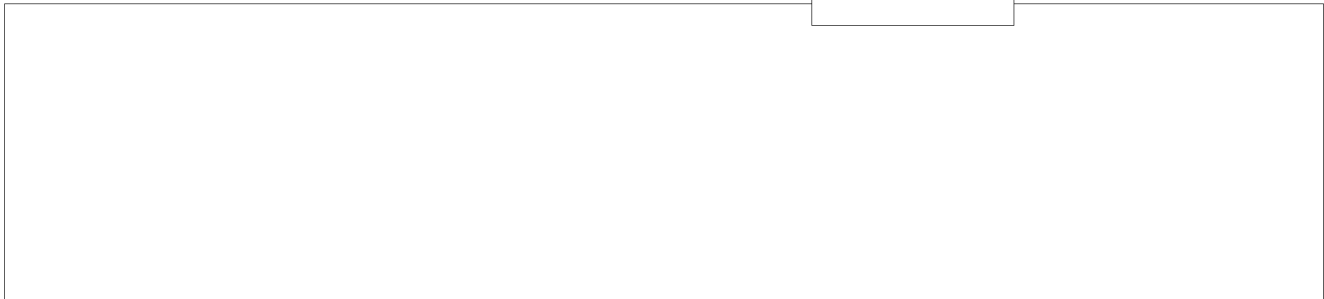
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6. ISSD Sponsors Computer Security Seminar

C/ISG announced the successful completion of a two-day computer security seminar at the General Electric facility, Valley Forge, Pennsylvania. In attendance were approximately 100 security personnel from industry and representatives from OD&E Security Staff, OL Security Staff, TEMPEST Division, and COMSEC personnel. New computer security procedure guideline documents were introduced to industry representatives. The exchange of information between government and industrial security representatives was extensive. The seminar was considered by all to be very successful. [redacted]

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8. Letters of Appreciation/Commendatory Memoranda

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[redacted] OS Executive Officer, reported the receipt of letters of appreciation and commendatory memoranda for the following individuals:

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