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13 July 1987

MEMORANDUM FOR: Chief, Management and Liaison Staff, OC

25X1 FROM:

[redacted]
Chief, Management and Plans Branch, OC-MLS

SUBJECT: Weekly Staff Notes, 05 - 11 July 1987

1. General:

25X1 a. [redacted] attended a [redacted]
25X1 [redacted] meeting at Headquarters on 2 July. Discussions
25X1 concerned [redacted] role in the Information Management Staff
and the presentation of the Directorate of Operations' Long-
Range Plan for Handling Information (DOLPHIN) action plan
and matrices to the DOLPHIN Steering Group.

25X1 b. During the reporting period, [redacted] (summer
only hiree detailed to the Management and Liaison Staff)
performed such diverse tasks as typing work orders and
Performance Appraisal Reports for the Contracts Branch (CB),
xeroxing numerous correspondence for both the CB and the
Management and Plans Branch (MPB), and destroying outdated
correspondence held in CB and MPB files.

25X1 3. Liaison Activities:

25X1 a. On 9 July, [redacted] attended the 179th meeting
of the Federal Telecommunications Standards Committee (FTSC)
at the General Services Administration. Featured at this

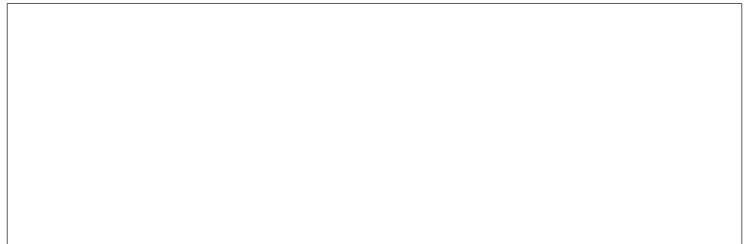
25X1 [redacted]
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SUBJECT: OC-MPB Weekly Staff Notes, 5 July - 11 July 1987

session was a demonstration of fiber optic hardware manufactured by Brand Rex. Representatives from Brand Rex and the FTSC have been working concurrently on the development of specific standards for the size of fiber optic cable which will be used in federal buildings.

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