

S-E-C-R-E-T

19 February 1960


MEMORANDUM FOR THE RECORD

SUBJECT: Planning Group for Rapid Reporting System

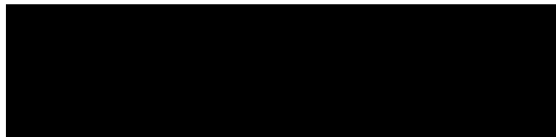
1. The next meeting of the Agency Planning Group will take place:

<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
Tuesday - 1 March	0930	East Building Conference Room

2. Attached are summaries of the principal topics which will be discussed at the meeting:

<u>TOPIC</u>	<u>PREPARED BY</u>
Logging of Classified Reports	
Dissemination & Reading Panels	
Coding of Information Reports	
Intelligence Watch Officer Group	
Automation in FI/RQM	
New Evaluation Form	
Reproduction of CS Reports	
	Management Staff

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Secretary

Attachments:
As stated above

OTR/PPS: :nld (19 Feb 60)


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Distribution:

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TRANSMITTAL SLIP		DATE 19 FEB 1960
TO: DPD-DD/P		
ROOM NO. 429	BUILDING 1717 H Street	
REMARKS:		
FROM:		
ROOM NO. 17		EXTENSION 3531
FORM NO. 241 1 FEB 55	REPLACES FORM 36-8 WHICH MAY BE USED.	(47)

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