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Approved For Release 2005/12/01 : CIA-RDP94B01041R000300050012-9

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Executive Director  
Deputy Director for Administration  
Administrative Officer, DCI

25X1 FROM: [Redacted]  
Director of Security

SUBJECT: Request for Approval to Incur Expenses  
Under Headquarters Regulation [Redacted]

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25X1 1. Approval is requested to incur expenses allowed under  
Headquarters Regulation [Redacted]

2. I believe the expenditure of appropriated funds is  
authorized under Headquarters Regulation [Redacted] for the costs for  
coffee, donuts, and a reception in the Executive Dining Room  
associated with a planned Industrial Security Seminar scheduled  
to take place on 28 and 29 October 1982. This seminar is being  
sponsored in an effort to enhance the implementation of DCI  
security policy at major Agency contracting facilities. Par-  
ticipants in the seminar are limited to selected principal  
security officers employed by these contractors. (U)

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3. Agency officials scheduled to participate in the planned  
seminar include the Executive Director; the Director of Security;  
the Chairman, DCI Technology Transfer Intelligence Committee; the  
Chief, Physical Security Division; the Chief, Office of Develop-  
ment and Engineering Security Staff; and the Chief, Procurement  
Management Staff, Office of Logistics. Invited to participate  
in the cocktail reception in the Executive Dining Room are the  
Director of Central Intelligence and other senior Agency officials. (U)

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[Redacted]

[Redacted]

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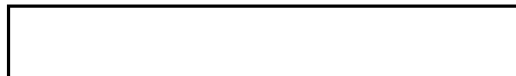
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5. I certify that the attendance of the individuals from the companies listed in paragraph 4 has been requested and is considered essential to the conduct of official Government business, and further, that the function will facilitate the accomplishment of the DCI's duties and responsibilities. (U)

6. Approval is being requested to cover the full costs for coffee and donuts during the 2-day seminar. Additional approval is requested to cover the reception costs only for the guests from industry. The estimated total cost is approximately \$400.00. (U)



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