Approved For Release 2000/08/08: CIA-RDP96-00789R002500230044-2

DATE: SiG bec 93

FROM:

SUBJ: \$64thly Activity Report

TO:

The following duties have been performed during the month of September:

- Monitored operational projects.
- Has the responsibility of collecting money and paying the telephone bill.
- Have been performing the mundane tasks that keep our working environment clean and orderly.
- Have typed correspondence, MFRs, and MEMOs for Chief.
- Performed the duties of distribution, mail and supplies and coffee fund for the activity.

Coclosure 4