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28 FEB 1972

MEMORANDUM FOR : Mr. John L. Poe
THROUGH : Head of SC Career Service
SUBJECT : Notification of Approval of Retirement

1. This is to inform you that the Director of Central Intelligence has approved the recommendation of your Career Service that you be retired under the CIA Retirement and Disability System.

2. Your retirement will become effective 29 February 1972. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative details necessary to process your retirement.

3. You will receive a lump-sum payment for your accrued annual leave up to 30 days or for whatever amount of leave credit you carried over from the last leave year if that amount is more than 30 days.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel



(22 February 1972)

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APPROVED FOR RELEASE
DATE: 14-Sep-2011