

(CLASSIFICATION)

83-36231

**OFFICE OF THE DIRECTOR**

Action Memorandum No. A-235

Date 1 MAY 1963

TO : **Comptroller**

SUBJECT : **Financial Policy and Budget Committee**

REFERENCE:

1. As an additional aid in keeping the Director's Office "au courant" on Agency fiscal matters, you are requested to provide this office with copies of the minutes of the Financial Policy and Budget Committee meetings on a continuing basis.

2. Your initial transmission of this information should include copies of minutes retroactive from 1 February 1963.

(signed) Lyman B. Kirkpatrick

**Lyman B. Kirkpatrick**  
**Executive Director**

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SUSPENSE DATE:

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