

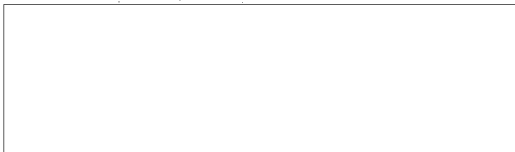
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OFFICE OF REPORTS AND ESTIMATES

Notice 10
~~O.R.E. Administrative Memorandum No. 25-18~~

5 April 1948

SUBJECT: Security Precaution

In order to lessen the possibility of security violations of the type in which a classified document is inadvertently placed in a desk drawer along with unclassified work materials, it is suggested that all material, classified or unclassified, which is currently being worked on be placed in a desk tray and the tray, in turn, deposited in a safe at the close of the day.



Chief, Administrative Staff
Office of Reports and Estimates

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