

Mr. Colby:

1. Larry Devlin asked if he could see you for 15 minutes sometime this week on a personal matter. I have put him on the calendar for Wednesday, 28 February, at 3:00.

AT 2. You have been requested to present the Career Intelligence Medal  
to [ ] (retired last June). He is living in Virginia Beach and would  
AT come up for the ceremony on Tuesday, 6 March, at 12:00. Do you wish to do this?  
AT Yes ☒ No ☐ [ ] advised 2/27 (later [ ] advised that [ ] would like to do it  
AT present. This was set up.

3. [ ] would like to see you regarding the [ ] letter, and  
I put him on the calendar for 10:30 tomorrow (Tuesday).

4. Bill Bavis would like to see you briefly on an EEO matter. I put him on the calendar for 2:30 tomorrow.

Barbara  
26 February 73