

UNCLASSIFIED

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### ROUTING AND RECORD SHEET

SUBJECT: (Proposed [redacted] - The Agency Personnel Qualifications Records System 25X1A)

FROM: Regulations Control Branch EXTENSION 3796 NO. DATE 30 April 1975

TO: (Officer designation, room number, and building) DATE RECEIVED FORWARDED OFFICER'S INITIALS COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	[redacted] 25X1A9a 626 C of C Bldg.	DATE		OFFICER'S INITIALS
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Mary,

We have made several editorial suggestions to the subject proposal that require your review and comments before we submit it for coordination.

We have a question regarding the statement in paragraph 2 that "A comprehensive record for each employee is updated annually." Is it true that the system has compiled such a record for each Agency employee or is it only for those employees whose biographic data has been fed into the system?

We would appreciate receiving your comments or concurrence so that we may prepare the final draft for the coordinators.

[redacted]

25X1A

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