

FOREIGN BROADCAST INFORMATION SERVICE

P. O. Box 2604

Washington, D. C. 20013

MHQ-2094

1 September 1982

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Key West Bureau

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[Redacted]

Panama Bureau

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[Redacted]

Paraguay Bureau

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Dear Lee, Joe and Tom:

Subject: Agenda for Quarterly Regional Engineer's Trip

During the quarterly regional engineering trip in September and October the following items will be included in the agenda.

1. Check equipment excesses and needs at all bureaus so that the equipment can be distributed more effectively with the possible reduction of new equipment purchases.

2. Check each bureau's maintenance records to verify that equipment is being properly maintained and to possibly identify recurring equipment malfunctions.

3. Initiate bureau technical projects list so that it will be easier to keep track of major projects underway at the bureau.

In addition the following specific items for each bureau will be included:

Panama Bureau

1. Check and/or assist with the installation of the new Mode I Autodin communications equipment.

2. Obtain more information on the proposed relocation of the USACC satellite ground station.

SUBJECT: Agenda for Quarterly Regional Engineer's Trip

Paraguay Bureau

1. Check on bureau video recording needs and try to determine what is necessary to improve the recording capability of the bureau.

2. Check the operation of the Farinon microwave system since the receipt of extender cards that make it possible to properly set the individual multiplex channel frequencies.

3. Check the operation of the Watkins-Johnson remote system with respect to #2 above.

Key West Bureau

1. Determine new equipment needs for bureau expansion upon completion of the building addition.

2. Check progress of building construction.

In addition to the above items Bureau Chiefs and technicians may have additional items requiring attention.



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Regional Engineer

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