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4 August 1983

MEMORANDUM FOR: Director of Communications

FROM:

[Redacted]

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SUBJECT:

[Redacted] Monthly Report - July 1983 [Redacted]

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1. During the month of July 1983 there were 19 groups with a total attendance of 334 in conference and training activity at [Redacted]. This compares with a total attendance of 422 during the month of July 1982. There are 25 groups with an estimated attendance of 522 scheduled during the month of August 1983.

2. On 1 July 1983, three outside Agencies requested bookings for conferences to be held [Redacted] after the beginning of FY-1984. One request was received from NSA and two from DIA. We were able to book tentatively two of the three requests. These attempts for reservations were made on 1 July because of our 3-month limit on advance bookings for non-Agency groups and a knowledge that our quota for non-Agency conferences for FY-1983 had been reached months ago.

3. During the second quarter of 1983, [Redacted] medical staff trained 29 students in CPR. The medics and firefighters helped train 28 students in Safe Haven procedures.

[Large Redacted Block]

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EXCEPT WHERE SHOWN
OR OTHERWISE INDICATED

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17. Delegation of Authority was received on 27 July 1983 for the A&E for a special building to house the uninterrupted power system (UPS) equipment serving selected areas [redacted]. Complete plans and specifications are expected from the A&E firm by 5 August 1983. This DDS&T funded project will support the ever increasing computer capabilities of both OSO and OTS components.

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SUBJECT: [] Monthly Report - July 1983 []

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Although [] does not have the resources for such an undertaking, it was suggested that we would be pleased to undertake contracting, taking advantage of the time-saving afforded by use of the "selective bidder list" procedures for selection of the contractor.

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