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<b>TRANSMITTAL SLIP</b>		<b>DATE</b>
<b>TO:</b> DDA		
<b>ROOM NO.</b>	<b>BUILDING</b>	
<b>REMARKS:</b>  		
<b>FROM:</b>		
<b>ROOM NO.</b>	<b>BUILDING</b>	<b>EXTENSION</b>
FORM NO. 1 FEB 56 241 REPLACES FORM 36-8 WHICH MAY BE USED. (47)		

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**SECRET**OTE 86-7601  
21 AUG 1986

DDA/ADJUTANT GENERAL

FILE / - 5

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Executive Director  
Deputy Director for AdministrationFROM:   
Director of Training and EducationSUBJECT: Schedule for Career Trainee Graduation Ceremony,  
28 August 1986REFERENCE: Memo to DCI from D/OTE dtd 14 August 1986  
Subject: Career Trainee Graduation Ceremony

1. The following schedule is submitted in connection with your participation in the Career Trainee Graduation Ceremony on 28 August 1986 at 1000 hours in Room 1A07 Headquarters:

0955 DDA arrives at your office to escort you to 1A07 HQS.

1000 Arrive at 1A07 HQS. DDA escorts you to your seat.

1000 DDA Introduction.

1005 DDCI Remarks (from lectern).

Pause for applause. DDCI says something like: "...and now  the Deputy Director of Training and Education will assist me in presenting the certificates."

DDCI moves to center stage.  
DD/OTE moves to lectern.

1015 Presentation of Certificates  
(DD/OTE reads names and hands certificate to DDCI.)  
The trainees will cross the stage from DDCI's left and exit from the DDCI's right.

Unclassified when  
separated from atts**SECRET**

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**SUBJECT:**                    **Schedule for Career Trainee Graduation Ceremony,  
28 August 1986**

At the conclusion of the ceremony,  
the DDA will escort you to the rear  
of the room where we hope you will  
have a few minutes to chat informally  
with the Career Trainees before  
returning to your office.

2. Attached is a list of the trainees who will be honored  
at the ceremony and some proposed remarks for use in your talk.

25X1



**Attachments**

**Distribution:**

- Orig - Addressee
- 1 - Executive Registry
- 2 - DDA
- 2 - O/DTE
- 2 - OTE Registry
- 1 - OTE/CTD

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OTE/CTD  ktd(19Aug86)

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