

From: Elliott Greher
To: Reckley, William
Date: Fri, Feb 8, 2002 9:18 AM
Subject: meeting with you

Michael Kaltman and I are working on a task (at Jon Johnson's direction) to assure that all documents that should be placed in ADAMS are being placed. We want to identify where these official records go if they do not go into ADAMS. We know that documents marked classified should not be in ADAMS! [These are filed as official agency records in locked file cabinets on the sixth floor of WFO, near the 2 NRR safeguards program sections.] We are trying to give the staff guidance on where to file other safeguards documents: policy, procedures, post 9/11 concerns, sensitive material of a safeguards nature, etc.

We have already met with Vonna Ordaz and gotten her views. We are meeting with Alan Madison on Monday, 2/11 to get his views. We now realize that we should also meet with you. Please give me a day and time next week. We will come to you. [I am unavailable Tuesday (2/12) morning and Friday (2/15) after 3 pm, otherwise I am here from 9 am to 4:30 pm daily.]

thanks, elliott

CC: Kaltman, Michael; Suh, Gene

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