

February 25, 2005

MEMORANDUM TO: Karl Hoffman, Executive Secretary
U.S. Department of State

FROM: Janice Dunn Lee, Director */RA by Margaret M. Doane for/*
Office of International Programs

SUBJECT: DESIGNATION OF RIGHTSIZING POINT OF CONTACT IN AGENCIES

This responds to your memorandum for all agencies with personnel at overseas posts dated February 3, 2005, subject as above. Our Agency's point of contact on overseas staffing and related Rightsizing initiatives will be Ms. Margie Doane, Deputy Director, Office of International Programs. She can be reached at 301-415-2724 or email: mmd@nrc.gov.

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