

November 19, 2010

MEMORANDUM TO: Those on the Enclosed List

FROM Thomas Boyce, Director */RA/*
Office of Information Services

SUBJECT: REQUEST FOR COMMENTS ON MANAGEMENT DIRECTIVE
AND HANDBOOK 3.52, "AVAILABILITY, RETENTION, AND
INDEXING OF CODES AND STANDARDS, OFFICE OF
INFORMATION SERVICES"

Provided for your review and comment is revised Management Directive (MD) and Handbook 3.52, "AVAILABILITY, RETENTION, AND INDEXING OF CODES AND STANDARDS, OFFICE OF INFORMATION SERVICES." This revision reflects changes resulting from improvements in access to industry codes and standards through electronic editions made available to staff agencywide through the Technical Library as well as the need to correct outdated information in current version of MD 3.52. This revised version also incorporates information from Management Directive 3.51 "Technical Library." Please provide your comments on MD 3.52, which are requested by December 20, 2010.

Enclosure:
As stated

CONTACT: Anna T. McGowan, OIS/IRSD
(301) 415-7204

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*See previous concurrence

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DATE	11 /2 /2010	11 /2 /2010	11/4 /2010	11/8 /2010	11/17 /2010	11/19 /2010

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E-Mail Mail Stops

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RidsOcfoMailCenter Resource
RidsOigMailCenter Resource
RidsOipMailCenter Resource
RidsAdmMailCenter Resource
RidsFsmeOd Resource

RidsNroMailCenter Resource
RidsNmssOd Resource

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