

PROCEDURE INSTRUCTION MEMO

UNIT 2 PROCEDURES

## CORRECT ADDRESS IF NECESSARY

Office True. Revota Bry. H. R. Cleaton

RETURN TO: Betty Nash

PROCEDURE DISTRIBUTION CONTROL

**ROOM 130** 

UNIT 2 ADMIN. BLDG.

Date 8-31-83

Please update your procedure file with the attached procedures listed below, destroy the superseded procedures, and post your Master Procedure Index accordingly. Also please sign the acknowledgment at the bottom of this memo and return to Betty Nash, Room 130, Procedures Distribution Control, Unit 2 Admin. Bldg. as shown above.

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ADDITIO	ONAL INSTRUCT	TIONS/COMMENT	s		
I	hereby ackno	owledge recei	pt of this men	no and have comp	plied with the
GARAGE STREET,	/61	ature)		(Ext. No.)	(Date)