DEPARTMENT OF STATE
EXECUTIVE SECRETARIAT
ACTION SLIP

ACTION ASSIGNED TO: S/WSI

ACTION REQUESTED:

- FORMAL STATE TO _____MEMO
- STATE TRANSMITTAL FORM TO NSC ____OVP____
- WITH DRAFT REPLY FOR SIGNATURE BY:
- WITH COMMENT/RECOMMENDATION
- TRAVEL AUTHORIZATION

- PROVIDE INFO COPY OF DIRECT REPLY ON BEHALF OF ________ ALONG WITH ORIGINAL INCOMING WH/OVP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM.

- RECOMMENDATION FOR ______ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE BY: ________

- (FOR SCHEDULE ITEMS ONLY): RECOMMENDATION FOR ______ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE. OR IF DECLINED: DIRECT REPLY ON BEHALF OF ________

- DIRECT REPLY ON BEHALF OF ________ FOR APPROPRIATE HANDLING

- WITH REPLY FOR SIGNATURE BY ________ FOR YOUR INFORMATION

- PROVIDE INFO COPY OF DIRECT REPLY TO S/ES-IR M P

REMARKS/SPECIAL INSTRUCTIONS:

UNITED STATES DEPARTMENT OF STATE
REVIEW AUTHORITY: FRANK E SCHMELZER
DATE/CASE ID: 24 SEP 2004  200303827

CLEAR WITH:


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FROM: EXECUTIVE SECRETARIAT
EXT: 7-
FAX: 7-

UNCLASSIFIED
**UNCLASSIFIED**

**DEPARTMENT OF STATE**
**EXECUTIVE SECRETARIAT**
**ACTION SLIP**

**DATE:** 8/18
**DATE DUE:** S/ES

**ACTION ASSIGNED TO:**

**IN S/ES BY:**

**S/ES CONTROL NO.:**

**ACTION REQUESTED:**

- FORMAL STATE TO MEMO
- STATE TRANSMITTAL FORM TO NSC_OVP
- WITH DRAFT REPLY FOR SIGNATURE BY:
- WITH COMMENT/RECOMMENDATION
- TRAVEL AUTHORIZATION

**HIGH PRIORITY ITEM**

- PREPARE A CROSS-HATCH CABLE REPLY FOR PRESIDENT/VICE PRESIDENT.
- SEND A COMEBACK COPY OF OUTGOING STATE CABLE AND ORIGINAL WH/OVP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM (NSC/OVP).
- IF NO REPLY NECESSARY, RETURN ORIGINAL WH/OVP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM WITH AN EXPLANATION IN REMARKS AS TO WHY NO REPLY IS NECESSARY.

PROVIDE INFO COPY OF DIRECT REPLY ON BEHALF OF ______________ ALONG WITH ORIGINAL INCOMING WH/OVP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM.

**RECOMMENDATION FOR ______________ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE BY:**

**FOR SCHEDULE ITEMS ONLY:** RECOMMENDATION FOR ______________ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE OR IF DECLINED: DIRECT REPLY ON BEHALF OF ______________

DIRECT REPLY ON BEHALF OF ______________ ❑ FOR APPROPRIATE HANDLING

WITH REPLY FOR SIGNATURE BY ______________ FOR YOUR INFORMATION

PROVIDE INFO COPY OF DIRECT REPLY TO S/ES-CR

**REMARKS/SPECIAL INSTRUCTIONS:**

UNITED STATES DEPARTMENT OF STATE
REVIEW AUTHORITY: FRANK E SCHMELZER
DATE/CASE ID: 24 SEP 2004 200303827

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**FROM:**
EXECUTIVE SECRETARIAT
EXT: 7
FAX: 7

UNCLASSIFIED
**ACTION REQUESTED:** HIGH PRIORITY ITEM

**DEPARTMENT OF STATE**
**EXECUTIVE SECRETARIAT**

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**ACTION ASSIGNED TO:** DRL

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**ACTION REQUESTED:**

- **FORMAL STATE TO MEMO**
- **STATE TRANSMITTAL FORM TO NSC OVP**
- **WITH DRAFT REPLY FOR SIGNATURE BY:**
- **WITH COMMENT/RECOMMENDATION**
- **TRAVEL AUTHORIZATION**
- **PREPARE INFO COPY OF DIRECT REPLY ON BEHALF OF _______ ALONG WITH ORIGINAL INCOMING WH/OVP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM.**
- **RECOMMENDATION FOR _______ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE BY:**
- **DIRECT REPLY ON BEHALF OF _______ FOR APPROPRIATE HANDLING**
- **PROVIDE INFO COPY OF DIRECT REPLY TO S/ES-CR.**

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**REMARKS/SPECIAL INSTRUCTIONS:**

**UNITED STATES DEPARTMENT OF STATE REVIEW AUTHORITY: FRANK E SCHMELZER**
**DATE/CASE ID: 24 SEP 2004 200303827**

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**FROM:**

**EXECUTIVE SECRETARIAT**
**EXT: 7-**

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**UNCLASSIFIED**
ACTION ASSIGNED TO: S/WCI

ACTION REQUESTED:
- FORMAL STATE TO ___MEMO
- STATE TRANSMITTAL FORM TO NSC ___OVP ___
- WITH DRAFT REPLY FOR SIGNATURE BY:
- WITH COMMENT/RECOMMENDATION
- TRAVEL AUTHORIZATION

DEC 11 2003

HIGH PRIORITY ITEM

PREPARE A CROSS-HATCH CABLE REPLY FOR PRESIDENT/VICE PRESIDENT.

SEND A COMEBACK COPY OF OUTGOING STATE CABLE AND ORIGINAL WHO/VP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM (NSC/OVP).

IF NO REPLY NECESSARY, RETURN ORIGINAL WHO/VP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM WITH AN EXPLANATION IN REMARKS AS TO WHY NO REPLY IS NECESSARY.

PROVIDE INFO COPY OF DIRECT REPLY ON BEHALF OF ___ ALONG WITH ORIGINAL INCOMING WHO/VP CORRESPONDENCE UNDER COVER OF A TRANSMITTAL FORM.

RECOMMENDATION FOR ___ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE BY:
( FOR SCHEDULE ITEMS ONLY): RECOMMENDATION FOR ___ UNDER COVER OF AN ACTION MEMO WITH REPLY FOR SIGNATURE OR IF DECLINED, DIRECT REPLY ON BEHALF OF ___.

DIRECT REPLY ON BEHALF OF ___ FOR APPROPRIATE HANDLING

PROVIDE INFO COPY OF DIRECT REPLY TO S/ES-CR ___

REMARKS/SPECIAL INSTRUCTIONS:

CLEAR WITH:

COPIES TO:

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S/ES-1A  ___ AC  ___ M/P  ___ S/WCE
S/ES-IRM  ___ CA  ___ M/WHI  ___ USUNW
S/ES-O  ___ CPR  ___ NP  ___ VC
XX  ___ DRL  ___ OBO  ___ PA
S/ES-CR  ___ DS  ___ OES  ___ ___
S/ES-S  ___ EB  ___ OIG  ___ ___
AF  ___ DRL  ___ OBO  ___ PA
EAP  ___ DPR  ___ OBM  ___ ___
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DATE/CASE ID: 24 SEP 2004 200303827

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