MEMORANDUM

TO: S/ES – Maura Harty

FROM: S/ES-O - Senior Watch Officer

1. S/ES Front Office to prepare tasking of this WASHFAX.

2. S/ES-IA (Room 7241) to prepare tasking of this WASHFAX.

3. S/ES-CR (Room 7512) to prepare tasking of this WASHFAX.

(White House Correspondence ONLY!) Immediately alert Barbara Hambrick (7-5292) Indicate name of person alerted if Barbara is unavailable.

(AFTER HOURS check box 1 for S/ES tasking and alert Deputy on duty)

4. Copy for your information. Fax distributed to addressee(s).

5. Codeword Washfax distributed by INR. Attached is a copy of the coversheet only. Codeword attachment available at INR station (in Ops) for three days after date stamped above.

In addition, I have sent advance copies to these offices/bureaus:

AF
EAP
DS
EB
ECA
SA-LIP
AC
INL
CA
INR

UNITED STATES DEPARTMENT OF STATE
REVIEW AUTHORITY: ARCHIE M BOLSTER
DATE/CASE ID: 14 DEC 2004 200303827

S/NiS

cc: SWO
 OS

Revised 06/17/01

Watch/Guidence, Forms Samples/OS Forms/Fax Covers and Cheatsheets/WH Washfax Pink Sheet.doc

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