


SECRET

TOP SECRET

1. The purpose of this document is to provide information to the recipient regarding the status of the project and the progress of the work. The information is being provided to you for your information and to enable you to coordinate your activities with those of the project.

1. The project is currently in the planning stage and the following items are being prepared:
 - a. A detailed schedule of activities.
 - b. A list of personnel assigned to the project.
 - c. A list of equipment and materials required.
2. It is requested that you advise the project manager of any changes in your schedule or personnel assignments.
3. The project manager will be in contact with you regarding the progress of the project.
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Approved for release by the
Director, Central Intelligence Agency
on 05-08-2013 pursuant to E.O. 13526

 J. A. [Name]
[Title]