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SendTo: CN=Christopher Barger/O=ARRB @ ARRB
CopyTo:
DisplayBlindCopyTo:
BlindCopyTo: CN=R ecord/O=ARRB
From: CN=Jeremy Gunn/O=ARRB
DisplayFromDomain:
DisplayDate: 08/26/1996
DisplayDate_Time: 4:20:36 PM
ComposedDate: 08/26/1996
ComposedDate_Time: 4:19:51 PM
Subject: Re: Update on the RIFs

Chris, your absence always presents a problem. Of course your presence creates more of a problem. Enjoy. To: Tim Wray/ARRB, Manuel Legaspi/ARRBcc: Jeremy Gunn/ARRB, Mary McAuliffe/ARRB, Chet Rhodes/ARRB From: Christopher Barger/ARRB Date: 08/26/96 04:17:07 PM Subject: Update on the RIFs Manuel and I met Chet up at NARA II this morning... the computer set up went without a hitch. There first problem we encountered was that NARA needs to provide discs that automatically number documents by agency, and they had yet to develop an agency assignment for the Office of the Secretary of the Army. It took them until approximately 12:00 to get the discs ready for us. In the interim, Manuel and I continued review of the Secret boxes, completing approximately 1/2 of Secret box 2. After lunch, we got started on the actual RIFing. It went slowly at first, as neither of us had assigned titles or prepared RIF's before, and it had been three weeks since I was shown how to use the software. It soon became easier, however, and we have completed the first five folders of the Top Secret box (approximately 300 pages). The process is slow but sure, and while I expect that it will get faster the more we do it, it is still time-consuming at the moment. Given that Randy Rakers will be here in one week, I feel that it needs to be a priority to get as much done in the coming week as possible. To that end, I expect to go back up to NARA II on Thursday and Friday to continue on this project. If Manuel's other responsibilities allow, it would help speed things up if he were able to work with me on this project, on one or both days. Please let me know if my absence Thursday and Friday presents a problem or if there are other reasons I should not do this. Also, we should try and determine if Manuel can assist me at any point later in the week. Thanks, everybody.

Body:
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ReturnReceipt:
Categories: