

**NR\_key\_name:** 106A4E24D34F8C00852562EB004D4583  
**SendTo:** CN=Tracy Shycoff/O=ARRB @ ARRB  
**CopyTo:**  
**DisplayBlindCopyTo:**  
**BlindCopyTo:** CN=R ecord/O=ARRB  
**From:** CN=Noelle Gray/O=ARRB  
**DisplayFromDomain:**  
**DisplayDate:** 03/12/1996  
**DisplayDate\_Time:** 9:12:38 AM  
**ComposedDate:** 03/12/1996  
**ComposedDate\_Time:** 9:04:01 AM  
**Subject:** Re: Memos  
I do have them at my desk and the analysts already know about those, my e-mail to them was to point out another location. To: Noelle Gray/ARRBcc: From: Tracy Shycoff/ARRBDate: 03/12/96 09:02:29 AMSubject: Re: MemosNoelle--you should also have the stamps at your desk in a convenient place for the R&A to use.Please find a place and let them know about that set as well. Thanks.To: R&Acc: From: Noelle Gray/ARRBDate: 03/12/96 08:46:02 AMSubject: Re: MemosThere is a draft stamp located at the copier next to Eileen's desk (on top of the file cabinet) for your use.To: R&Acc: From: Jeremy Gunn/ARRBDate: 03/12/96 08:14:23 AMSubject: MemosAll draft memos should be clearly labeled "draft."All final memos should be signed and the original should be given to Noelle.PLEASE REMEMBER TO FOLLOW THIS POLICY THAT HAS BEEN IN EFFECT FOR ALMOST A YEAR.  
**Body:**  
**recstat:** Record  
**DeliveryPriority:** N  
**DeliveryReport:** B  
**ReturnReceipt:**  
**Categories:**