

SECRET
(WHEN FILLED IN)

SUBJECT AND PROJECT FILE REQUEST
AND FIELD NOTIFICATION OF ACTION

TO: RID/AN 2601 L Bldg.	FROM: WH/4 Reg 2715 QI
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INFORMATION FOR REQUESTERS

A. COMPLETE ITEMS 1 THROUGH 11.

B. ITEM 3--ALL FILE TITLES MUST BE STERILE SINCE THEY WILL APPEAR ON THE FIELD COPIES AND ON MACHINE LISTS.

C. ITEMS 4 AND 5--USE FIRST THREE LETTERS OF DISPATCH SYMBOLS FOR FIELD STATIONS AND LIST HEADQUARTERS ELEMENTS ACCORDING TO ESTABLISHED ABBREVIATIONS.

D. ITEM 8--ALL REMARKS MUST BE STERILE.

E. ITEM 9--ENTER OLD TITLE WHEN AMENDING A TITLE. CITE ANY FILES, SUCH AS ZOI OR PROJECT FILES THAT ARE RELATED TO THE FILE COVERED BY THIS REQUEST. ITEM 9 MAY ALSO BE USED TO GIVE REASONS FOR THE ACTION BEING REQUESTED, TO IDENTIFY THE TYPE OF MATERIAL TO BE PLACED IN A FILE OR TO MAKE OTHER EXPLANATORY REMARKS.

F. ITEM 10--A RECORDS OFFICER MUST SIGN ALL FILE ACTION REQUESTS. CONSULT YOUR RMO ON ANY PROBLEMS THAT ARISE...

INFORMATION CONCERNING FILE

1. TYPE OF FILE <input checked="" type="checkbox"/> SUBJECT <input type="checkbox"/> PROJECT	2. COUNTRY NUMBER 19	FILE NUMBER CATEGORY NUMBER 124	SPECIFIC SUBJECT NUMBER 25
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3. FILE TITLE (SPECIFIC SUBJECT)
AMBUD
~~CUBAN REVOLUTIONARY COUNCIL~~ - General

4. INTERESTED STATIONS HXH HXS	5. INTERESTED HEADQUARTERS DESK 019
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6. ANALYSIS ACTION <input checked="" type="checkbox"/> OPEN FILE AMEND FILE TITLE DISPOSITION RETAIN DESTROY AFTER _____ YEARS	CLOSE FILE (INDICATE DISPOSITION)	7. ACTION REQUIRED FILES ACTION HOLD AS UNRESTRICTED FILE PREPARE FOLDER AND SEND TO REQUESTER <input checked="" type="checkbox"/>	HOLD IN FILES RESTRICTED TO (DESK) CHANGE PERMANENTLY TO (OFFICER & DESK) WH/4 PA 2512 QI
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8. REMARKS (FOR FIELD DISTRIBUTION)
NOT FOR FIELD DISTRIBUTION 2723

9. COMMENTS (INCLUDE SPECIAL HEADQUARTERS ROUTING INSTRUCTIONS)
AMBUD IS THE CUBAN REVOLUTIONARY COUNCIL

10. ENDORSEMENT SIGNATURE OF BRANCH/DESK R.O. 	11. COORDINATION SIGNATURE OF BRANCH/DESK R.O. (WHEN APPLICABLE) 	APPROVAL REQUEST APPROVED BY
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PUNCH AND VERIFYING SECTION ACTION			
ADD CARD	SUBSTITUTE CARD	REMOVE CARD	
EFFECTIVE DATE 27 March 61	FILE NUMBER 19	FILE NUMBER 124	FILE NUMBER 25