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SECRETARY OF DEFENSE CORRESPONDENCE ACTION REPORT			
This form must be completed and forwarded to the Correspondence Control Division (CCD), WHS Room 3A948, Suspense Desk: (703) 679-9287 FAX Number: (703) 695-1219 Email: suspense_desk@osd.pentagon.mil			
Action Agency		OASD/ISA/WHA	
Suspense Date		08/22/2002	
1. ACTION TAKEN (Check one)			
<input type="checkbox"/> a. ACTION HAS BEEN COMPLETED (Copy attached)			
<input type="checkbox"/> b. REQUEST EXTENSION OF SUSPENSE DATE TO (Justify below)			
<input type="checkbox"/> c. INTERIM REPLY HAS BEEN SENT (Copy attached) EXTEND SUSPENSE TO (Justify below)			
<input checked="" type="checkbox"/> d. REQUEST CANCELLATION (Justify below)			
<input type="checkbox"/> e. REQUEST TRANSFER TO (Justify below /include POC Name & Phone Number)			
<input type="checkbox"/> f. REQUEST DOWNGRADE TO (Justify below)			
2. JUSTIFICATION			
Request action to be cancelled. OBE. Colombia President scheduled to visit next week.			
3. REPORTING AGENCY			
a. ACTION AGENCY OASD/ISA/WHA - 4C800		e. APPROVING AUTHORITY (Service Secretary/Under Secretary/ASD/Military/Executive Assistant Level)	
b. NAME OF ACTION OFFICER DENNIS FIEMMEYER, LTC., USA, CNTRY DIR		Signature: <u>James J. Cardosi, Capt, USN</u> Date Signed: <u>AUG 16 2002</u>	
c. TELEPHONE NO. 697-9301		5. ACTION TAKEN (For EXEC/Correspondence Control Division Use Only)	
d. DATE		a. EXT <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
		b. CANX <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
		c. DWNGRD <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
4. CCD CONTROL # 02/011894		d. TRANSFER <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	
		e. OTHER (Specify) Signature: _____ Date Signed: _____	

COLOMBIA

SD FORM 391, Jan 2000

2002-08-22 11:00:02
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