046

## MESSAGE RELAY VIA TELETYPE

DATE 11/28/78 CLASSIF	ication Unclas	PRECEDENCE IMMEDIATE
FM DIRECTOR FBI		
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XACOLUMBIA	ALL INFORMATION CONTA	De arm MA
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The President	Nuclear Regulator Consulssion	Attorney General
The Vice President	Department of Energy	Deputy AG
White House Situation Room	Department of Treasury	Attn: Emergency
Attn: National Security	Attn: U. S. Customs	Programs Center
Council	Department of Treasury	Assistant AG.
Department of the Air Force	Attn: Bureau of Alcohol	Civil Rights Div.
(AFOSI)	Tobacco & Firearms	Assistant AG, Criminal Div.
Department of the Army	Department of Transportation	Attn: Internal
Naval Investigative Service	Attn: Director of Security	Security Section
Commandant, U.S. Coast Guard	Drug Enforcement Administration	Attn: General Crimes Section
Mational Security Agency (DIRNSA/NSOC (ATTN: SOO))	General Services Administration (WASHDC area, specify office)	Assistant AG for
Director, Defense Intelligence	(wildling aloa, species office)	Administration
Agency	Company Court American	Attn: Security &
Director CIA	(Other Areas, specify CITY/STATE)	Administrative
U. S. Secret Service (PID)		Services Staff
Attn: Executive Protective	Federal Aviation Administration	Immigration & Naturalization Service
Service	Federal Protective Service	**************************************
ZEN/U, S. Postal Service	Secretary of State	
Attn: Chief Postal Inspector	Attn: Director Bureau of Intelligence & Research	
*	Attn: SCA - VISA Office	
; , , , , , , , , , , , , , , , , , , ,	Room 709 - SA2	
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CONTACT COMMUNICATIONS CENTER I	for addressing information)	10/9
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## USE OF FORM 0-73

- 1. Only incoming teletype messages which require transmiszion transmiszion be prepared for transmission using form 0-73. Use of form 0-73 is restricted to incoming teletype messages received within the last 3 days which require transmission relay; all other teletype messages must be prepared using form 0-93.
- 2. Additions such as notes and administrative data for a specific addressee are not allowed. If a note or administrative data is required for a particular addressee a separate 0-73 form must be prepared.
- 3. The message will be transmitted just as it appears. The person approving the message is solely responsible for assuring all necessary editing changes have been made.

## PREPARATION OF FORM WHICH CONSISTS OF A PREPRINTED YELLOW.

- 1. Complete appropriate boxes: date, classification & precedence.
- 2. List addresses immediately following the "TO" or place a check mark in the appropriate boxes.
- 3. Type or PRINT the subject in the space provided.
- 4. Print or type originator's name, room number and telephone extension.
- 5. Indicate approval for transmission by initialing the "Approved By" box.

## PREPARATION OF MESSAGE TO BE TRANSMITTED

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- 1. Xerox 1 copy of incoming teletype message. A notation shall be made on the original incoming teletype "1 copy made for relay to SACS \_\_\_\_\_\_, (OR LEGATS) \_\_\_\_\_, (OR GOVERNMENT AGENCIES) \_\_\_\_\_."
- 2. Minor editing changes shall be made on the xerox as follows: using a lead pencil ONLY draw single line through the first and last lines of the heading and connect these lines from top right to bottom left forming a "Z," figure. (DO NOT OBLITERATE THE HEADING.) Use horizontal lines to delete sentences or words. Printed changes of a word or two to the text of the message may be made; however, changes to the existing text involving more than a word or two necessitate the originator to initiate a new message using form 0-93.
- 3. Administrative data or notes may be typed immediately following the text and will be transmitted to all addressees.
- 4. When using the 0-73 form to disseminate information to field offices, Legal Attaches and other Government agencies simultaneously, the text, notes and administrative data must be identical for all addressees.

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