

**NR\_key\_name:** C0D599536BC42AEB85256429005A0660  
**SendTo:** Admin  
**CopyTo:**  
**DisplayBlindCopyTo:**  
**BlindCopyTo:** CN=R ecord/O=ARRB  
**From:** CN=Tracy Shycoff/O=ARRB  
**DisplayFromDomain:**  
**DisplayDate:** 01/24/1997  
**DisplayDate\_Time:** 11:25:34 AM  
**ComposedDate:** 01/24/1997  
**ComposedDate\_Time:** 11:23:19 AM  
**Subject:** Cathy's absence

**Body:** Cathy will be out on leave next week. We went over her workload and procedures this morning and I think we covered it all. I have a file in my office that has the info relating to how to route, copy, file, etc. the different issues that Cathy is working on. We have asked R&A to see me regarding any work that they need done. If someone comes directly to you in my absence, please refer to the file on my desk. I would also like to know if you are working on something for R&A so I can keep track.Thanks in advance for all of your help.

**recstat:** Record  
**DeliveryPriority:** N  
**DeliveryReport:** B  
**ReturnReceipt:**  
**Categories:**