



United States Department of State

Washington, D.C. 20520

CLASSIFICATION//HANDLING RESTRICTION
UNCLASSIFIED//FISA

03/04/2020

ACTION MEMO FOR THE DEPUTY SECRETARY

FROM: BUREAU 1 Test User
SUBJECT: Test

BLUF: Test

Recommendation(s)

BUREAU 1

Test

Test

Deadline to Approve or Disapprove: 03/06/2020

Background

- Test
- Test
-
- Test
- Test

Attachment(s):

-

Type of Action:
2020, PNG

03/04/2020

The drafter should include a separate page with approval, drafter, and clearance information. Classification markings and page numbers may continue onto the clearance page.

CLASSIFICATION//HANDLING RESTRICTION

Classified by: BUREAU 1 Test User

E.O. 13526, Reason(s): 1.4 (justification section), (justification section), and (justification section)

Declassify on: 03/06/2020

Approved: THE DEPUTY SECRETARY – [Name] [Enter initials of approving principal]
Bureau's front office MUST approve the memo.

Drafted: BUREAU 1 – Test User

Photo:



Cleared: D: [name] [required clearance]
P: [name] [required clearance]
S/P: [name] [required clearance]
Other clearances as necessary, depending on subject matter covered.

Types of clearances

(OK)	[Means they cleared]
(Info)	[Means paper was sent for informational purposes only]
(Info by Request)	[Only if specified by clearer]
(No response)	[Means clearance was requested but not received by deadline]