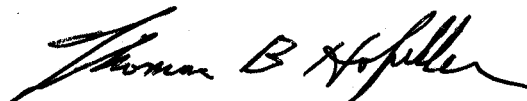


For: National Office FFAS Employees

**Discontinuing Maintaining Handbook Amendments in the National Office Supply Room**

Approved by: Associate Administrator for Operations and Management



**1 Discontinuing Maintaining Handbook Amendments**

**A Background**

FSA has gradually moved to an environment where handbooks (directives) are published electronically and available on the Intranet, Internet, or both. The ability of accessing handbooks and amendments electronically required that MSD, Information Management Branch (IMB), Management Analysis and Directives Section (MADS), reconsider existing guidance for maintaining copies of handbook amendments in the National Office Supply Room.

**B Purpose**

This notice announces that handbook amendments will **no** longer be maintained in the National Office Supply Room.

**Note:** See Notice AS-2148 for instructions on electronically accessing handbooks and amendments.

**C Contact**

If there are questions about this notice, contact Nicole Steele, MSD, IMB, MADS, by either of the following:

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- telephone at 202-690-0804.

<p><b>Disposal Date</b></p> <p>August 1, 2008</p>	<p><b>Distribution</b></p> <p>All National Office FAS, FSA, and RMA Employees</p>
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