



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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October 6, 2000

In Reply Refer To:
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EMS TRANSMISSION: 10/06/00
Instruction Memorandum **No. CA-2001-003**
Expires: 9/30/2001

To: All Employees

From: Deputy State Director, External Affairs

Subject: Duplicating/Printing Services annual report

DD: 10/13/00

If you have purchased duplicating/printing services using a government issued credit card or through any other means besides the Government Printing Office, you are required to complete the attached Commercial Printing Report. Please FAX your report for the period covering April 1, 2000 through September 30, 2000, to External Affairs (916) 978-4620, Attn: Mary Lou West, no later than October 13, 2000.

Title 44 of the U.S. Code requires that all printing and duplicating services be procured through the Government Printing Office (GPO). Mary Lou West, External Affairs, is the State printing liaison with GPO. For additional information, contact Mary Lou at (916) 978-4612.

Signed:
Tony Staed
DSD, External Affairs

Authenticated:
Liza Raymundo
Records Management

1 Attachment:
1. JCP Form NO. 2 (1 pg.)

