## APPENDIX A

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- 1. Standing Committee on Defence have asked for a briefing on organization and mission of maritime command at 0930, 23 jun 66 with preliminary briefing for minister at 0930, 21 jun
- 2. Briefing to be unclassified between 45 and 60 minutes with 30 to 45 minutes for questions. Commander and briefing team are to be responsible for presentation and be prepared for questions
- 3. Briefing should include description of command mission, and brief review of organization. Present and projected savings in manpower and dollars should be included if reasonably firm. Description of equipment and command activities should be given. Mention should be made of CDN forces bases consolidation as it affects command
- 4. Visual aids and other projections may be used. Charts, diagrams, photos of equipment should be produced on transparent slides for projection on rear projection screen
  - 5. Uniform will be worn. Acknowledge advising any arrangements required
- 6. Dates may be changed with 48 hours notice.

## APPENDIX B

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Standing Committee of Defence.

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- 1. Date of briefing amended to read 0930 23 jun. Location West Block Ottawa
- 2. Preview briefing will be held in ministers conference room at 0930 22 jun
  - 3. Acknowledge