



FOREIGN AFFAIRS MANUAL

VOLUME 5 – Information Management

Transmittal Letter: IM-26

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CHAPTER 1400 LIBRARY SERVICES

MAJOR CHANGES

1. This update contains procedural and administrative changes and does not substantively change the Department's policies and procedures regarding library services.
2. Revisions since the last update appear in italics. The italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
3. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

FILING INSTRUCTIONS

1. Remove and destroy the text of 5 FAM chapter 1400, and the chapter title page issued under TL:IM-15, dated 01-31-95; 8 pages total and replace it with the attached revised chapter 1400, 14 pages total.
2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:IM-26, and initial.

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(IRM/AP/IAP/RG)