

**American Federal of Government Employees
Local**

MEMORANDUM

Date:

To:

From:

Subject: Request for Security Incident Alert

It has come to my attention that a security incident occurred in the office on . Specifically, I received a report that

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In accordance with Article 9, Section 3.A.8, I hereby request a copy of the incident report (SSA-3114). Please provide this report by Close of Business

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