

TO: Administrative Distribution
FROM: J. M. Grochow
DATE: November 13, 1969
SUBJECT; System Administration

Since I will be in Las Vegas during the week of November 15 through November 21, the duties of System Administration will be performed by the following troika:

T. Van Vleck: User accounts, etc. Installation of new users, changing passwords, updating the accounting files, etc.

C. Garman: Interface with Operations; handling the general problems of everyday operation of Multics. Also, attendance at the Site Meeting; approval of new system installation.

J. Gintell: Approval of MCB's and MOSN's; scheduling of special sessions (other than system installation). In general everything else that I do that has to be done (including representation of my interests at the Multics Planning Meeting).

If absolutely necessary, I can be reached at my hotel in Las Vegas (see K. Doyle for name and phone number).

cc: T. Van Vleck
C. Garman
J. Gintell