

## TEMPLATE I

(Date)

Dear (Volunteer's Name):

Pursuant to the Peace Corps Act, 22 U.S.C. 2504 (i), and Peace Corps Manual Sections 204 and 284, this is to document that on \_\_\_\_\_ (date) you were informed of my decision to administratively separate you from Peace Corps service for violation of MS 204, Section 3.5 Drug Use.

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Country Director