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4 December 1952

**MEMORANDUM FOR:** Deputy Director (Plans)  
Deputy Director (Administration)  
Deputy Director (Intelligence)  
Assistant Directors

**FROM:** Director of Training

**SUBJECT:** CIA Presentations Program, "Career Service in CIA-II", on 10 December 1952.

**REFERENCE:** Memo, "CIA Presentations Program", dated 12 November 1952, from Director of Training.

1. The Presentations Program, "Career Service in CIA-II", on 10 December 1952, is being made at the request of members of Office Career Service Boards and other operating officials of the Agency for specific information on operational and administrative aspects of the Career Service Program.

2. This session will be devoted to the answering of questions by a panel composed of the following persons:

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[Redacted]

Assistant Director for Personnel  
Member CIA Career Service Board

Col. Matthew Baird

Director of Training  
Member CIA Career Service Board

25X1

[Redacted]

Chairman  
CIA Professional Selection Panel

25X1

[Redacted]

Chairman  
CIA Honor Awards Board

25X1

Chairman  
CIA Hazardous Duty Board

Executive Secretary  
CIA Career Service Board

(Panel Moderator)

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Date: 13 MAR 1978 By: [Redacted]

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3. To achieve the greatest benefits from this session, individuals who attend should come with questions already formulated.



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**MATTHEW BAIRD**  
Director of Training

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