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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DD/TR and OTR Publications Board  
FROM : Chairman, OTR Publications Board  
SUBJECT: Notes of Meeting held 16 June 1954

DATE: 18 June 1954  
Document No. 204  
NO CHANGE in Class.   
 DECLASSIFIED  
Class. CHANGED TO: TS S (C)  
DDA Memo, 4 Apr 77  
Auth: DDA REG. 77/1763  
Date: 8 Feb 78 By: bll

1. Items announced previously on the agenda were considered as follows:

- 25X1A a. [redacted] reported she had completed
- 25X1A editorial review of manual and received approval of C/BTD to re-organize
- 25X1A the manual. Mr. [redacted] reported that Mrs. [redacted] has been writing a new
- 25X1A text on this subject for some weeks at the direction of C/P&RS. Board
- 25X1A suspended consideration of publishing the manual until the new text is
- 25X1A submitted by Mr. [redacted] 25X1A ?
- 25X1A b. [redacted] reported that the DD/TR
- 25X1A had approved certain revisions to the manual that she recommends after
- 25X1A editing the original text. Inasmuch as this manual will be completed only
- 25X1A for purposes of coordination with PP the board suspends consideration of
- 25X1A it as an OTR publication. 25X1A
- 25X1A c. Glandestine Publications - Dr. [redacted] reported that he has revised
- 25X1A about one-half the edited text and will be able to complete it during the
- 25X1A coming weeks, after having been interrupted by several assignments of
- 25X1A greater priority given him. The portion completed will be given to
- 25X1A Mr. [redacted] to be reviewed by Mr. [redacted] to validate the line of develop- 25X1A
- 25X1A ment followed by the editor.
- 25X1A \* d. [redacted] reported that his priority assign-
- 25X1A ments had interrupted his work on this text although he had received the
- 25X1A place-name listing from Mr. [redacted] discussed the value of 25X1A
- 25X1A the text to his course, agreeing that it would be more useful to the stu-
- 25X1A dents immediately if the gazetteer and map, an addendum of corrected trade-
- 25X1A craft terminology and a list of characters were added to the text. As-
- 25X1A signments for the developing of these additions were made to Dr. [redacted] 25X1A
- 25X1A and Mr. [redacted] of the Research Staff. The possibility of using a summer
- 25X1A consultant for finishing the editing of the several texts will be ex-
- 25X1A plored by Mr. [redacted]
- 25X1A e. Glossary of Intelligence Terminology - A report was received
- 25X1A from Messrs. [redacted] concerning the discussion and ar-
- 25X1A rangements completed with the Regulations Control Staff/DD/A relative
- 25X1A to the publishing of this manual as an Agency handbook. Lacking sug-
- 25X1A gestions for revision from BTD, the board asked Mr. [redacted] to secure a 25X1A
- 25X1A systematic review of the Glossary by those instructional staffs most
- 25X1A concerned, and submit the suggestions received to Dr. [redacted] who will 25X1A

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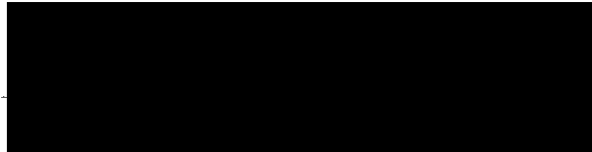
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proceed with revising the current edition for instructional purposes. Revisions of definitions received extra-OTR will be incorporated also.

f. Publication of the manual Collection of Information for Intelligence Purposes as OTR Intelligence Manual O-1 was considered by the Board. Its publication will be recommended to the D/IR in a separate report to him.

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