
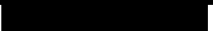

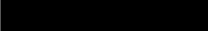


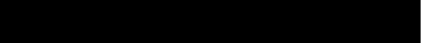


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Ch/G Staff Meeting
3 December 1957
ACTION REQUIRED

<u>Item No.</u>	<u>Action Required of Chief/G</u>	<u>Action Required of Divisions</u>
1.		 25X1A9a to meet with  on 25X1A9a 5 December.  25X1A9a to arrange meeting with DD/P requestor.
2.	25X1A9a  to brief OP Placement Officers on 13 December.	
3.		NONE REQUIRED
4.		NONE REQUIRED
5.		Division Chiefs to pass on suggestions to Ch/G.
6.		Inform personnel that copies are not to be made.
7.	25X1A9a	Divisions to channel any complaints to  25X1A9a
8.	 will partici- pate in the Task Force.	
9.		Division Chiefs to watch use of John within their divisions. 25X1A9a
10.		 to review and comment on the regulation.
11.	Ch/G to discuss problem with AD/RR.	
12.		D/GG and D/GC to set up Requirements Meetings.

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25X1A9a

<u>Item No.</u>	<u>Action Required of Chief/G</u>	<u>Action Required of Divisions</u>
*13	██████████ will obtain job descriptions and meet with ██████████ within 2 or 3 weeks. 25X1A9a	
*14		Inform personnel who have occasion to travel to NSA.

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MINUTES OF THE GEOGRAPHIC RESEARCH AREA STAFF MEETING, 3 December 1957
25X1A9a

PRESENT: [REDACTED]

25X1X7

25X1A6a

1. Informal [REDACTED]

25X1X7

25X1A9a

Chief/G read a memorandum from the ORR Team [REDACTED] relative to an informal [REDACTED] re CIA utilization [REDACTED] for our City Plans. It was decided that [REDACTED] would meet with Messrs. [REDACTED] to discuss this matter in detail on Thursday at 0900, and to work up a draft on this subject for the AD's signature for transmittal [REDACTED]. It was suggested that [REDACTED] meet with the DD/P requestor of city plans to work up a new list of priorities sometime in the near future.

25X1X7

25X1A9a

25X1A9a

2. Briefing of Office of Personnel Placement Officers

Chief/G announced that he is scheduled to brief several Placement Officers from the Office of Personnel on the recruitment needs of the Area on Thursday, 5 December (Note: This has since been re-scheduled for 13 December). [REDACTED] suggested that [REDACTED] direct their attention to D/GL's urgent need for some GS-5 catalogers.

25X1A9a

25X1A9a

3. Requirement on "Collection of Soviet Bloc Maps and Mapping Information"

Chief/G announced he has prepared a memorandum to AD/CR (for AD/RR's signature) on the proposal from Army concerning a Geography Division requirement on "Collection of Soviet Bloc Maps and Mapping Information". The memorandum was fully coordinated with FI.

4. Revision of ORR Promotion Policy and Procedures

Chief/G read a paper he had written for consideration of the ORR Career Service Board at their next meeting, suggesting simplification of the ORR Regulation on Promotions along the lines discussed in recent Ch/G Staff Meetings.

25X1C4c

5. Problem of [REDACTED] for Area Familiarization Trips

25X1C4c

Chief/G discussed the problem [REDACTED] with the group. He asked that they each give a little thought to this problem and pass any suggestions back to him.

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6. National Security Papers

Chief/G announced that copies are not to be made of any National Security Council papers received by the divisions.

7. Customer Service in OCR

25X1A9a

We have been advised that any complaints we might have re OCR services to its customers are to be referred to [REDACTED] Staff Project Officer, Liaison Division, OCR.

8. Library Consultants Report

Chief/G reported that the Library Consultants report was being used by OCR as a basis for a study of their operations. In connection with this, "task force" groups are being set up on a dozen or more individual proposals made by the consultants. [REDACTED] has been named to participate in one of the groups which concerns Map Library Division operations; this group is being headed by [REDACTED] of the DD/I's office.

25X1A9a

25X1A9a

9. Use of Area Courier

25X1A9a

Chief/G asked the Division Chiefs to be aware of the use made by their personnel of [REDACTED] services. There is to be no personal chauffeuring and John is not to be used for transportation to points which are on the regular shuttle route, except in cases of emergency.

10. Agency Publications Board

Chief/G asked D/GG and D/GP for comments on a draft CIA regulation regarding the establishment of an Agency Publications Board. The draft regulation was given to [REDACTED] for review and comment.

25X1A9a

11. Annual Supplement to Chapter I of the NIS

25X1A9a

Chief, D/GG brought up the problem posed by the requirement for annual supplements to Chapter I of the NIS. [REDACTED] indicated this problem will be discussed in detail with AD/RR.

25X1A9a 12. Requirements Meetings

[REDACTED] reported he and some of D/GP's branch chiefs had been briefed on the workings of the Requirements Staff. Another meeting is set up for Thursday, 5 December, in which D/GP will explain its work to the Requirements Staff. [REDACTED] asked that D/GG and D/GC set up Requirements Meetings as soon as this is possible.

25X1A9a

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*13. Special Assistant - Deputy Chief Question

Chief/G reported that he had checked into the matter and finds there is precedence in ORR for having both a Deputy Chief and a Special Assistant in a Division Office. [REDACTED] will obtain job descriptions and discuss this in detail with [REDACTED] within the next 2 or 3 weeks. 25X1A9a
25X1A9a

*14. Trips to National Security Agency

25X1A9a

Anyone planning to visit NSA is to check first with [REDACTED] (Chief, St/C) re transportation and contacts to be made.