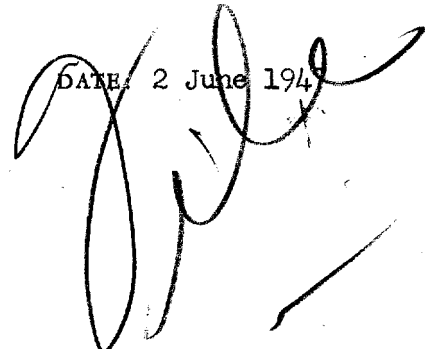


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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, ICAPS  
FROM : Advisor for Management, ICAPS  
SUBJECT: Report for Week Ending 30 May, 1947

DATE: 2 June 1947



I. Projects carried over from previous week

1. Work on overall personnel and organization problem
  - a. Communications Division, P&A Branch, being surveyed
  - b. Extension of Communications survey to survey of intelligence flow throughout CIG
2. Assistance to Documents Branch, O/O, in preparation of T/O.
3. Survey of reproduction facilities, especially for FBIB and Documents

II. Projects planned but not yet initiated.

1. Review and revision of internal administrative procedures
2. Overall intelligence chart for all government agencies
3. Review of organization and personnel requirements for OSO
4. Establishment of statistical control system

III. Projects initiated during week reported on

1. Preparation of T/O for Nuclear Energy Group, Scientific Branch, ORE
2. Overall study on mobilization plan for CIG

IV. Projects completed during week reported on

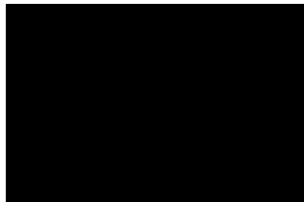
1. Section I, a and b
2. Section I, 2
3. Section I, 3
4. Section III, 1

V. Projects expected to be completed during coming week

None

VI. Projects expected to be carried over the following week

1. Section II
2. Section III, 2



Colonel, AGD



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