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Copy 2 of 7

2 March 1967

MEMORANDUM FOR: See Distribution

SUBJECT: DD/S&T Career Training Program

1. A meeting on the above subject was held in the OSA Control Center on 28 February 1967. Present were representatives from Operations, Materiel, Research & Development, Comptroller, and Security as well as General Bacalis and ~~SECRET~~ 25X1A9a

2. General Bacalis reminded all present that he expected an outstanding effort from all concerned to make this a successful program. He stated further that this is not a one-time course but will be an annual occurrence.

3. In the interest of standardization and to maintain a reference for future courses, all blocks of instruction in the Operations portion of the program will have lesson plans, lists of training aids, handouts if applicable, and examination questions.

4. Specifically, all blocks of instruction will be prepared in the format of the sample lesson plan attached. For each hour of instruction, five pertinent examination questions will be submitted. All course material will be submitted to D/O/OSA for review prior to 24 March 1967. A "dry run" of all Operations' blocks of instruction will be held on 22 March 1967.

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Deputy for Operations, OSA

Attachment -
As stated

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GROUP 1
Excluded from automatic
downgrading and
declassification

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