

JAN	FEB	MAR - 1968	APR	MAY	JUNE
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUG	SEP	OCT	NOV	DEC
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LAST MONTH							1968 DECEMBER 1968							NEXT MONTH								
1968 NOVEMBER 1968														1969 JANUARY 1969								
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Sat. - Sun. **28-29** December

25X1A

A.M.

P.M.

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MEMORANDA

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LAST MONTH	1968 DECEMBER 1968	NEXT MONTH
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Monday 30 December

A. M. Mr. Bannerman on annual leave. P. M.

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MEMORANDA

JAN							FEB							MAR - 1968 - APR							MAY							JUNE																																	
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LAST MONTH							1968 DECEMBER 1968							NEXT MONTH							
1968 NOVEMBER 1968							1968 DECEMBER 1968							1969 JANUARY 1969							
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24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31		

Tuesday **31** December

A.M. Mr. Bannerman on annual leave. P.M.

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9:00	1:15
9:15	1:30
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MEMORANDA

Bush - AL

SECRET

DIARY NOTES

DD/S

27 December 1968

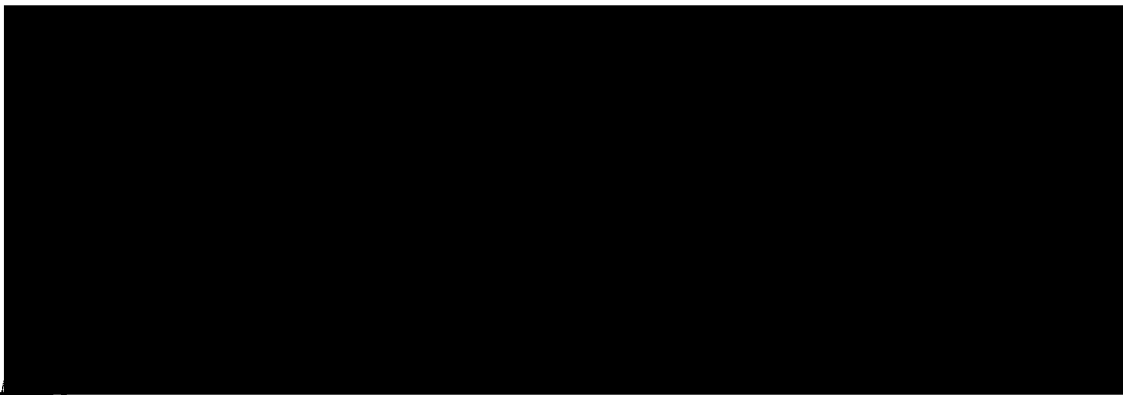
* 1. Property In-Use Account Number 6805: Today I briefed Colonel White on the problems attendant to Account 6805 and our proposal to conduct a survey and assign accountability for electrically operated machines to the using components of the Agency. I briefed Colonel White on the background of this Account and indicated that based upon the survey and accounting of electrically operated machines we would then determine whether other changes in this Account might be warranted. Colonel White agreed with this proposal.

25X1A

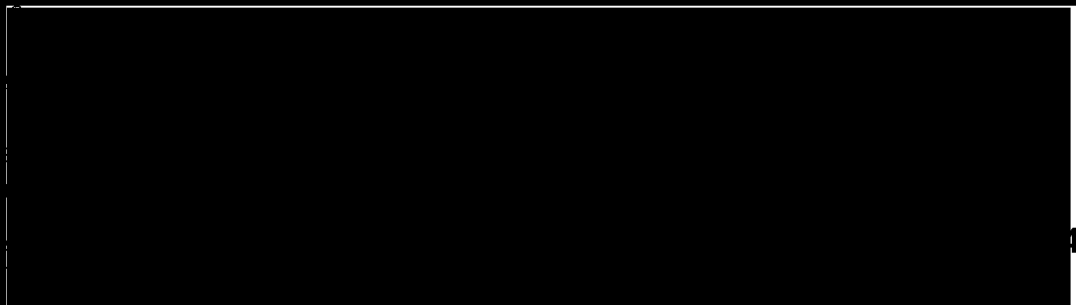
I informed Colonel White that an exception to the provisions of [REDACTED] had been made for this Account some time previously by Colonel White but the basic document could not be found. Colonel White recalled the signing of or agreement to an exception for the Property Account at the time of the move to the new Headquarters Building, however, he could not recall the details. Colonel White was not disturbed over this matter and felt that with our guard and property controls over this building it probably was not administratively necessary that we have an exact accounting by user and component of all property located in the Building.

Logistics should proceed with arrangements for its survey and the assignment of accountability for electrically operated machines to the using components.

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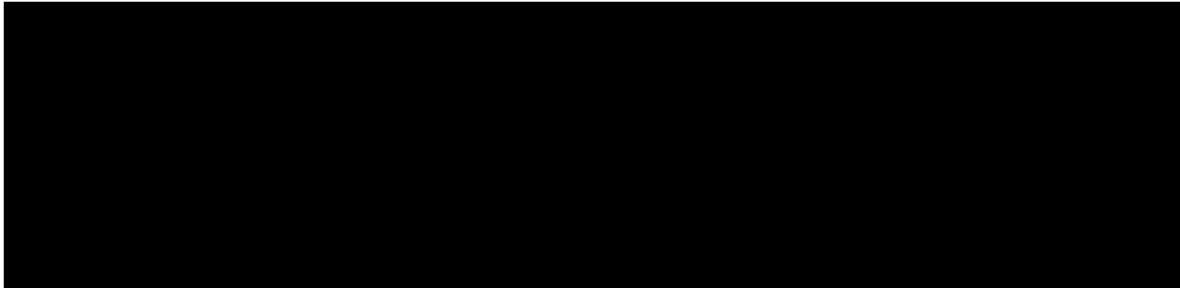
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4. Bureau of Public Roads' Property--Langley: Today I briefed the Executive Director on the interests of the Defense Intelligence Agency in designating the BPR property as a most suitable site for the construction of a DIA building. I indicated that this was probably tied in with BPR's desires to set up a road testing bureau and since the BPR site is not the most suitable location they might try to make an exchange of some holdings elsewhere in the U. S. for the road testing site and in turn use the BPR property for the DIA installation. I further mentioned the possibility of this property being used as a military installation. I indicated that nothing is likely to appear until after January 20 but I will endeavor to meet with Allen Dean, Department of Transportation, and register our interests in this property for possible expansion of CIA interests in construction of an additional Headquarters building.

5. National Civil Service League Award: Today I briefed Colonel White on the result of conversations with Jean Couturier of the National Civil Service League concerning nominations for the awards. I pointed out that I should brief the Director and get his reaction to the possibility of nominating Colonel White for this year's award. Colonel White affirmed that it was his impression that this was more of a political type award rather than one which rested solely on merit and that he was reluctant to be a party to arrangements whereby the Director would necessarily have to politick to keep him in contention as a possible awardee. I will brief the Director upon my return from leave. If, however, the Director wishes to move on this matter Mr. Coffey should brief him on the substance of the 9 December 1968 memorandum from Mr. Echols.

RLB:ksd

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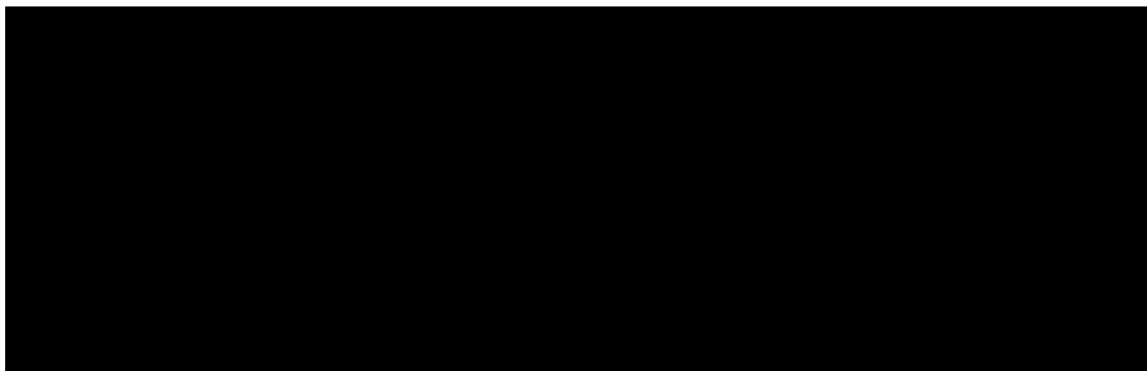
27 Dec 1968

MEMORANDUM FOR: Mr. Coffey

1. Presidential Threat: The following was raised at the Executive Committee Meeting by the DD/I and I amplified the report. No additional action is necessary. A woman, [redacted] telephoned to the Nixon suite of offices in New York to report that her maid had information of a possible assassination attempt on the President. ^{elect.} An Office of Security man was the one who answered the phone and this is the only reason we became involved. He promptly reported this to the Secret Service and to the [redacted] guards.

PA P

25X1A



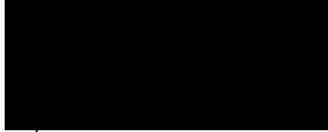
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R. L. Bannerman

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

25X1A



Wackabut - NY.

Woman from Richmond -
Anne Holmes.

She said her maid
had inside info
of a ~~assassination~~
attempt to kill
the Pres.

Last night

JAN 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEB 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	MAR - 1968 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	APR 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	MAY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JUNE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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LAST MONTH 1968 NOVEMBER 1968 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1968 DECEMBER 1968 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	NEXT MONTH 1969 JANUARY 1969 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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Thursday **19** December

A. M. P. M.

8:45	1:00
9:00 Morning Meeting	1:15
9:15	1:30
9:30	1:45 Wattles - Suggestion Award
9:45 [REDACTED]	2:00
10:00	2:15
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10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30 Staff	3:45
11:45	4:00 to OTR Christmas party w/ Coffey
12:00	4:15
25X1A 12:15 Luncheon - General Klocko	4:30
12:30 (DCA NCS) w/ [REDACTED] Adm. Taylor	4:45
12:45	5:00

MEMORANDA

25X1A

[REDACTED] Osborn - AL

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Approved For Release 2000/04/14 : CIA-RDP73-00027R000100060001-4

JAN	FEB	MAR -1968-	APR	MAY	JUNE
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JULY	AUG	SEP	OCT	NOV	DEC
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LAST MONTH							1968 DECEMBER 1968							NEXT MONTH						
1968 NOVEMBER 1968							1968 DECEMBER 1968							1969 JANUARY 1969						
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Sat. - Sun. **21-22** December

25X1A

A.M. [REDACTED], Shirley

P.M.

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MEMORANDA

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Next 1 Page(s) In Document Exempt

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JAN	FEB	MAR -1968-	APR	MAY	JUNE
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LAST MONTH							1968 DECEMBER 1968							NEXT MONTH							
1968 NOVEMBER 1968							1968 DECEMBER 1968							1969 JANUARY 1969							
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Wednesday **25** December

A.M. HOLIDAY -- MERRY CHRISTMAS!!

P.M.

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MEMORANDA

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LAST MONTH							1968 DECEMBER 1968							NEXT MONTH								
1968 NOVEMBER 1968							1968 DECEMBER 1968							1969 JANUARY 1969								
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Thursday **26** December

A.M.

P.M.

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11:00	3:15
11:15	3:30
11:30 Staff	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

Bush, [redacted] Osborn - AL

25X1A

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S.

JE

DIARY NOTES

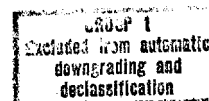
DD/S

18 December 1968

Director of Training: Colonel White telephoned from home to advise that the Director prior to his departure on leave stated he wanted to settle the question of who would be the next Director of Training. Accordingly, I have been reviewing the list of eligibles and will meet with Colonel White prior to the Director's return.

RLB:ksd

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SECRET EYES ONLY

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18 December 1968

MEMORANDUM FOR: Mr. Bannerman

John Richardson called while you were tied up this morning to report on his discussion with [REDACTED]. Apparently [REDACTED] initial reaction was extremely angry and emotional, but he calmed rapidly. [REDACTED] made a number of points, including that he had not been contacted between 1964 and 1968 with respect to the march of time toward his ordained retirement date, and that he was aware of at least one precedent; that is, a [REDACTED] in ORR who protested retirement at age 62 and was granted an extension to age 65. Most importantly, however, he indicated that he must protest and fight the issue because he has to have the continued income beyond the November 1969 date. He mentioned going to court, and John Richardson counseled against such action since the Director is so clearly within his legal authority in this or other cases. It is not clear what [REDACTED] next move will be.

25X1A
25X1A

25X1A

John Richardson urges that we approve a one-year contract after [REDACTED] retirement to permit his continuing the OTR history project on which Mr. [REDACTED] has been working as a contract employee on a one-year basis. [REDACTED] contract ends in May 1969. John Richardson has talked to [REDACTED] about this idea. Harry reflected Colonel White's preference that we stop doing this sort of thing.

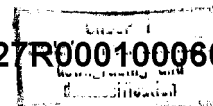
Since we suggested [REDACTED] name as a staff employee candidate for [REDACTED] historical staff, there might be a place for him there even as a contract employee if continuation in OTR is considered unwise. I believe that all of the facts in this case warrant our considering favorably a one-year contract for [REDACTED], especially since this would satisfy him and he would be leaving at age 63 rather than continuing to press for age 65.

25X1A

John W. Coffey

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SECRET EYES ONLY



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DIARY NOTES

DD/S

17 December 1968

1. Agency Film: At the suggestion of [redacted] I called Mr. Karamessines and suggested that a DD/P representative sit on the advisory committee for the production of an Agency film. I suggested the name of [redacted] and to this Mr. Karamessines readily agreed.

25X1A

25X1A

[Large redacted block]

25X1A

3. Communications Studies: In my meeting with [redacted] the other day I noted that the newspapers mentioned that a report was about to be rendered by the President's Commission on International Communications. This matter came to the attention of the Director who in turn asked me for comments concerning the report. I had never heard of the subject until it was mentioned in the papers.

25X1A

25X1A

I asked [redacted] since his people are quite conversant with these various studies and participate to some extent, that they establish a system of submitting reports on the existence of the studies and some report on progress developments so that the DD/S and ADD/S will be properly informed on on-going studies that may affect the Agency. Additionally I asked that a more thorough report be submitted prior to the formal announcement and issuance of these reports which certainly will make the newspapers and will come to the attention of various senior officials.

RLB:ksd

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downgrading and
declassification

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DIARY NOTES

DD/S

16 December 1968

1. MAX II--Signal Center: [REDACTED] Director of Communications, 25X1A
 advised that the software for MAX II is not performing properly and cannot
 keep up with the increased capacities of the improved MAX II. [REDACTED] 25X1A
 [REDACTED] had proposed closing the operation down until they had improved the
 software. Communications had proposed keeping MAX II in operation but
 at normal speeds of 100 words per minute until such time as [REDACTED] can 25X1A
 replace the software. I agreed with this proposal but we have yet to find
 out [REDACTED] reaction.

25X1A

25X1A

[REDACTED]

25X1A

25X1A

*Extract to D/Pers (Attn: [REDACTED])

RLB:ksd

25X1A

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GROUP 1
Excluded from automatic
downgrading and
declassification

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Wednesday **11** December

A.M.

Mr. Bannerman on sick leave.

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:30	2:45
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12:45	5:00

MEMORANDA



TPY

25X1A

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24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	

Thursday

12

December

A. M.

P. M.

8:45		1:00
9:00	Morning Meeting	1:15
9:15		1:30
9:30		1:45
9:45		2:00
10:00	[REDACTED] - Employee Board	2:15
10:15	[REDACTED]	2:30
10:30	[REDACTED]	2:45
10:45		3:00
11:00	Home on sick leave.	3:15
11:15		3:30
11:30		3:45
11:45		4:00
12:00		4:15
12:15		4:30
12:30		4:45
12:45		5:00

MEMORANDA

25X1A [REDACTED] TDY

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Friday **13** December

A.M.

Mr. Bannerman on sick leave.

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:30	2:45
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11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

Wattles - Personnel Conference

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25X1A Sat. - Sun. **14-15** December P.M.

A.M.	Saturday Duty	Barbara	P.M.
8:45			1:00
9:00			1:15
9:15			1:30
9:30			1:45
9:45			2:00
10:00			2:15
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10:30			2:45
10:45			3:00
11:00			3:15
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12:30			4:45
12:45			5:00

MEMORANDA

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5

DIARY NOTES

DD/S

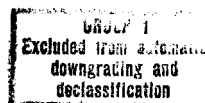
9 December 1968

1. Space Utilization Survey: I reminded [redacted] today that 25X1A Logistics is called upon to submit a report to the Director on space utilization efforts covering the past six months. Logistics is preparing such a report for submission.

2. Employee Review Board: Today I discussed the proposed functions and responsibilities of the Employee Review Board with the Executive Director. I made known the comments of the Office of Personnel concerning the Personnel Evaluation Board and its relationship to the proposed Employee Review Board. After some discussion it was agreed that the Employee Review Board does have a definite function and place in Agency operations and the Executive Director asked that a covering memorandum be prepared transmitting to him for approval the proposed responsibilities of the Board. He asked that each Deputy Director approve the proposal and that an opinion be obtained from the General Counsel as to whether we simply create the Board without any Agency announcement or whether the Board's creation should be announced through an employee notice or be incorporated in Agency regulations. The basic question involved herein is whether a Board which will conduct inquiries and hearings affecting an employee and before which an employee may appear to give information needs a regulatory backup to ensure proper protection for the Agency and its authority in the event an employee makes an appeal or registers a complaint outside the Agency.

3. Proposed Grillwork for Main Entrance of Headquarters Building: I mentioned to Colonel White that we would request some time this week or next to brief him on a proposal to install grillwork at the main entrance for security protective purposes. I mentioned that all other entrances had such grills but the main entrance did not and a possible threat to Agency security so existed. Colonel White registered interest and will look forward to the briefing.

SECRET



SECRET

25X1A

4. Task Force--Real Time Read Out: I mentioned to the Executive Director that in the creation of a task force I would like certainly to have one and possibly two representatives from the DD/S participate in the planning and I had in mind Logistics and Communications as being principally involved. Colonel White assured me that the DD/S would have such a representative but at the moment he is attempting to determine who should be the task force chairman. Recognizing the individuals' current responsibilities I suggested that [REDACTED] would be an ideal officer to head such a task force.

5. Contract Review Board: In a conversation with [REDACTED] Jack asked whether we had received Carl Duckett's memorandum and I advised that I had been briefed on it but had not read it. I gathered that the problem of slots was something to consider and [REDACTED] advised that he believes that this has all been worked out and should not be a problem. I advised that this memorandum was being forwarded to him now for his review and comment.

25X1A

25X1A

* 6. Executive Dining Room Party Facilities: I have been advised that some of the parties after working hours in the dining room, particularly retirement parties, have been fairly noisy and may disturb the Director's and DDCI's offices. I don't know any more than this but would appreciate knowing how many parties per week are given and approximately when they start. If they start at 5:30 and the Front Office remains in operation until 6 or 6:30 p. m. there might be some noise disturbance if the doors to the inner corridor are left open. Additionally, I understand that the dining room work force has registered some complaints about these parties but I don't know whether it involves the extra work and overtime or whether there is some other factor that causes a reaction. I ask that this be inquired into discreetly and that I be advised of the findings.

7. Office of Logistics--Vacancies at GS-15 Level: I mentioned to George Meloon that my records showed that he had ten vacancies at the GS-15 level and also had eight over ceiling in GS-14 and two over ceiling in GS-13. Meloon stated he proposes to promote four or five people to GS-15 before the end of January 1969. He stated that he has not promoted into these vacancies because he wants to be certain that the promotions are justified and that in some instances he frankly does not feel that the individuals justify a GS-15 promotion. I advised that I respected his reasoning but that if the individual is not qualified I suggested that he shop around in his own office for that qualified individual to fill these positions.

*Extract to D/L

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Thursday **5** December

A. M. Mr. Bannerman on annual leave. P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
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10:15	2:30
10:30	2:45
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MEMORANDA

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Friday **6** December

A.M. Mr. Bannerman on annual leave. P.M.

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9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:30	2:45
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11:00	3:15
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11:30	3:45
11:45	4:00
12:00	4:15
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12:30	4:45
12:45	5:00

MEMORANDA

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Handwritten initials/signature

DIARY NOTES

DD/S

4 December 1968

1. New 1969 Model Agency Vehicles: The Executive Director suggested that when we obtain the new 1969 model vehicles from GSA an offer be made to the Director for one of these cars. Additionally we are under obligation to provide a new car to the DDCI. I have not heard any developments from Logistics lately on our automobile procurement and request that I be advised of the status of this procurement.

2. Articles for Publication by CIA Employees: As a result of the article in Washington Post on 3 December alleging that two CIA employees had authored a book without attribution to their employment in CIA, Mr. Goodwin was requested by the Director to contact the press and point out that in 1966 non-attribution was our policy. Since then, however, we have changed our policy and permitted employees to identify themselves as Agency employees. Goodwin contacted a number of press sources and passed this information along. He in turn was asked to provide some examples of published articles by Agency employees with attribution. He did not have any examples available and accordingly advised that he would compile such a list. I asked [redacted] to assist him in this matter. Presumably we plan to issue this list to some of our press contacts. The purpose of this exercise is to clearly establish that it is our policy for employees writing for publication purposes to identify themselves as CIA employees.

25X1A

*3. Agency Domestic Real Estate Task Force Report: I discussed the findings and recommendations of the Domestic Real Estate Task Force Report with the Executive Director today. He will approve all of the recommendations in paragraph 24. In regard to Recommendation (d) pertaining to a Building Planning Staff he advised that he cannot provide ceiling slots for this purpose as they must be provided from within the Support Directorate. He envisioned that the BPS would begin developing facts, figures, and information which would serve as the basis for a future building plan. At this point he mentioned the concept of a new operation pertaining to overhead reconnaissance which will have a large-scale impact upon the Agency, principally the Directorates for Intelligence, Science & Technology and Support. He indicated that a task force would be created to study this proposal and obviously the BPS would play an important part in this operation.

*Extract to D/L

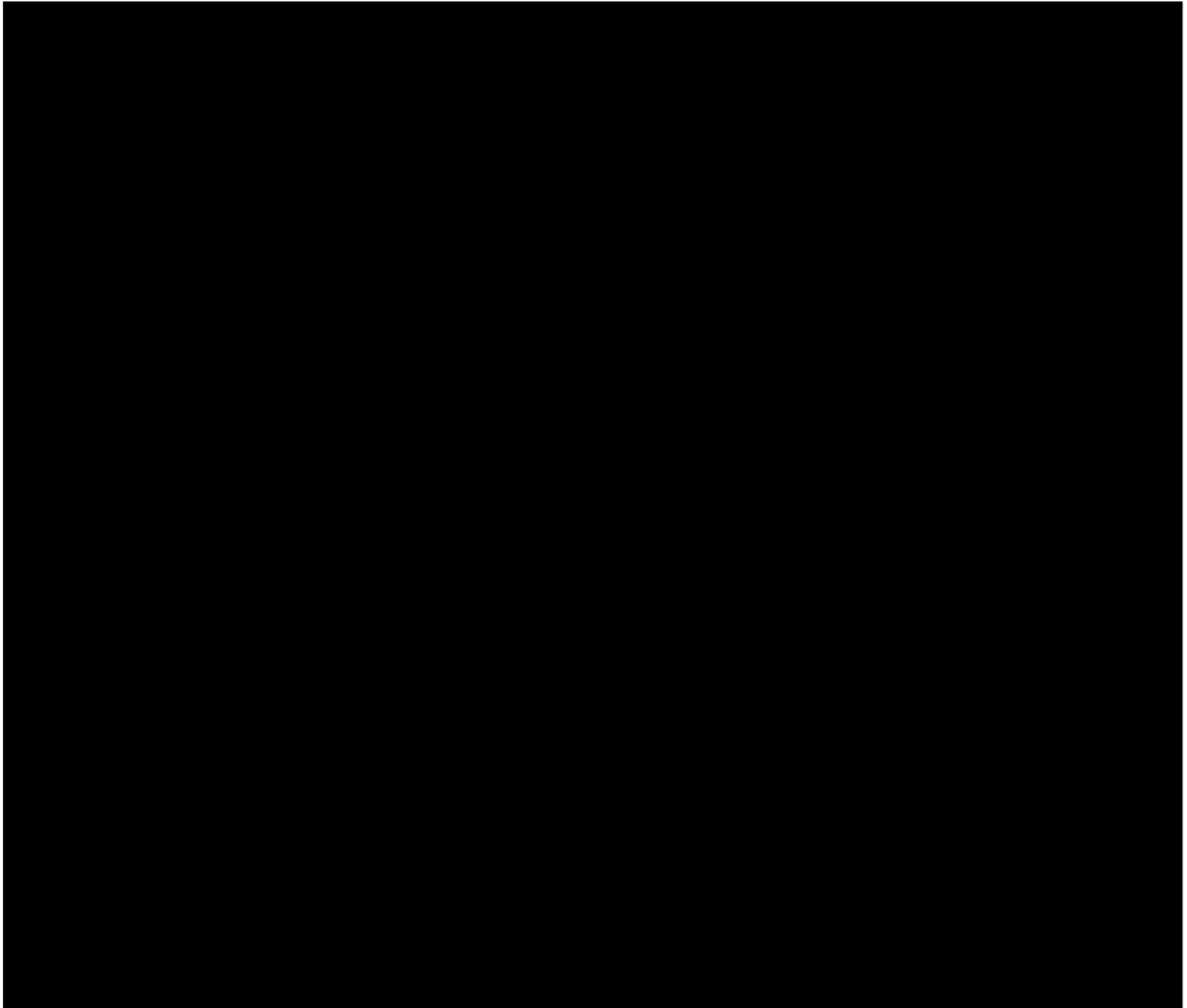
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downgrading and
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No announcement of the approval of the findings of the task force should be made until we have the Executive Director's memorandum and any special guidance he may submit on these points.

25X1A



25X1A

6. [REDACTED] I met with Colonel White to discuss the graduate seminar proposal offered by [REDACTED] and his consideration as Director of Training. We discussed the graduate seminar proposal and it was agreed that the concept was a matter that should be discussed by the Deputies before any effort is made to put this into being. If the Deputies agree, this program could be launched on a limited scale and after some experience could possibly be expanded, but probably not to the degree proposed by [REDACTED]. The Executive Director will consider putting this proposal before Deputies' Meeting after he has had a further conversation with [REDACTED].

25X1A

25X1A

25X1A

*Extract to D/L

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NOTES FOR: Mr. Bannerman



5 December

25X1A Award Ceremony - [REDACTED]: Mr. Helms directed that the cast of
25X1A characters for the ceremony be considerably expanded. Originally only
DD/S, D/Pers, D/Sec and the honoree were invited. We wound up with
[REDACTED] and his wife, the Director's front office staff, the division
and branch chiefs from Security.

6 December

25X1A
25X1A Meeting: Mr. Echols briefed us at the Noon Meeting on his
and Mr. Wattles meeting with [REDACTED]. Mr. Echols should definitely
sit in your meeting on this subject.

25X1A Safety Glass at Ames Building: [REDACTED] advised that when PPB sent
to Colonel White the request for funds for the safety glass at Ames Building
Colonel White stated he didn't know anything about this although he approved
the funds. You might wish to send him a memo.

25X1A Trip Report: [REDACTED] will be calling Monday asking for an appointment
25X1A regarding his [REDACTED] trip report. 25X1A

25X1A President-elect Nixon "Talent Search" Letter: [REDACTED] was a recipient 25X1A
of one of the 80,000 form letters sent out by the President-elect. He passed
25X1A a copy to [REDACTED]. I in turn handed it to Colonel White.

25X1A Jack Smith telephoned to advise that the Director, Institute for Middle Eastern
Studies at Harvard told him that the word is around that CIA has stopped hiring.
[REDACTED] imagined that this might be a misinterpretation of our not interviewing

25X1A on some campuses but suggested that we advise the recruiters so that they
could be certain to make their continuing efforts known on campuses. I 25X1A
passed this to Bob Wattles who is to be in touch with [REDACTED] so that [REDACTED] 25X1A
[REDACTED] could be instructed to call on the Middle Eastern Institute head and 25X1A
also to contact one of his students who is interested in Agency employment.
This had been mentioned to Smith. Wattles also proposes to circularize the
recruiters generally in this connection.

When we talked about the above item Wattles said this would afford an opportunity for him to have a further "go" at DD/I, specifically Jack Smith, to get action on setting recruitment and EOD levels. Apparently DD/I and DD/S&T have slacked off to OP's deep concern that at the end of the fiscal year they will be without any people to fill vacancies which will exist.

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27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Thursday **28** November

A.M. HOLIDAY - THANKSGIVING P.M.

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11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

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Friday **29** **November**

A.M. Mr. Bannerman on annual leave. P.M.

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11:30	3:45
11:45	4:00
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12:30	4:45
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MEMORANDA

Meloon, [redacted] Kathy - AL

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Sat. - Sun.

30-1

Nov.-Dec.

25X1A

A. M.

Saturday Duty -

[REDACTED], Nina

P. M.

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9:30	1:45
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MEMORANDA

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Wednesday 4 December

A.M.	Mr. Bannerman on annual leave. (afternoon)	P.M.
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9:00	Director's Meeting	1:15
9:15		1:30
9:30		1:45
9:45		2:00
10:00		2:15
10:15		2:30
10:30		2:45
10:45		3:00
11:00	Meeting w/Colonel White	3:15
11:15		3:30
11:30	Staff Meeting	3:45
11:45		4:00
12:00		4:15
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MEMORANDA		

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B
PC

DIARY NOTES

DD/S

26 November 1968

1. Memoranda on: (a) High Level Quality of Personnel:
 (b) Critical Review of Office Operations:

I discussed these two memoranda with the DD/S Office Heads in executive session following the DD/S Staff Meeting. I asked that each Office Head report to me orally in the first week of January on their findings reference maintaining high level quality of personnel. I asked that by 15 January they give me a short memorandum concerning their plans and/or programs for meeting the requirements established in my memorandum concerning the critical review of office operations. Concerning both memoranda the Office Heads indicated that in part they were definitely working in these areas and had already done much in line with the substance of the two memoranda, however, they will report as to their specific plans and programs and findings in these two areas.

25X1A

2. [redacted] had proposed that [redacted] be made available to serve as his Executive Officer in Saigon. I advised that I had reservations about [redacted] being able to fill this position to everyone's satisfaction and further I expected him to retire upon completion of his tour in [redacted] as it had been indicated by prior understandings and communications. [redacted] indicated that he still asked my consideration of this assignment and would I advise him of my position. I have considered this again but still feel strongly that [redacted] is not the man for the Executive Officer position in Saigon. I so informed [redacted] on this date who will discuss this matter with FE. [redacted] second choice is a DD/P substantive officer who I think would be much better suited to the position.

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Tuesday 19 November

A.M.

P.M.

8:45	1:00
9:00 Morning Meeting	1:15
9:15	1:30
9:30	1:45
9:45	2:00 [REDACTED] 25X1A
10:00	2:15
10:15	2:30
10:30 DD/S Staff	2:45 Gordon Stewart
10:45	3:00
11:00	3:15
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11:30 Staff	3:45
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MEMORANDA

Tietjen - TDY

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JAN		FEB		MAR - 1968		APR		MAY		JUNE																																																							
1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																							
7	8	9	10	11	12	13	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31														
21	22	23	24	25	26	27	18	19	20	21	22	23	24	25	26	27	24	25	26	27	28	29	30	31	19	20	21	22	23	24	25	26	27	28	29	30	31																												
28	29	30	31	25	26	27	28	29	30	31	31	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29	30	31																																				
JULY		AUG		SEP		OCT		NOV		DEC																																																							
1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											
7	8	9	10	11	12	13	4	5	6	7	8	9	10	11	12	13	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																		
14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																									
21	22	23	24	25	26	27	18	19	20	21	22	23	24	25	26	27	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31												
28	29	30	31	25	26	27	28	29	30	31	22	23	24	25	26	27	28	29	30	31	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																														

LAST MONTH		1968 NOVEMBER 1968		NEXT MONTH									
1968	OCTOBER	1968	S	M	T	W	T	F	S	1968	DECEMBER	1968	
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5							1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Wednesday **20** November

A. M.

P. M.

8:45	1:00
9:00 Speech - CT Class "Opening	1:15
9:15 Remarks"	1:30
9:30	1:45
9:45	2:00 Speech - JCS-DIA Orientation
10:00	2:15
10:15	2:30
10:30 Coffey - miscellaneous	2:45
10:45	3:00
11:00	3:15
11:15 Osborn	3:30
11:30 [REDACTED] 25X1A	3:45 [REDACTED] (courtesy call) 25X1A
11:45	4:00
12:00	4:15 [REDACTED] 25X1A
12:15	4:30 Sick leave
12:30	4:45
12:45	5:00

MEMORANDA

Tietjen - TDY

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JAN	FEB	MAR - 1968 -	APR	MAY	JUNE
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUG	SEP	OCT	NOV	DEC
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

LAST MONTH	1968 NOVEMBER 1968	NEXT MONTH
1968 OCTOBER 1968	1968 NOVEMBER 1968	1968 DECEMBER 1968
S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31

Thursday **21** November

A. M. Mr. Bannerman on sick leave. P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA *Lietzen - T.Dy*

25X1A
Release 2000/04/14 : CIA-RDP73-00027R000100060001-4

Approved For Release 2000/04/14 : CIA-RDP73-00027R000100060001-4

JAN	FEB	MAR - 1968 -	APR	MAY	JUNE
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUG	SEP	OCT	NOV	DEC
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

LAST MONTH		1968 NOVEMBER 1968							NEXT MONTH											
1968	OCTOBER	1968	S	M	T	W	T	F	S	1968	DECEMBER	1968	S	M	T	W	T	F	S	

Friday 22 November

A. M. Mr. Bannerman on sick leave. P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

Tietjen - TDY

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S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUG	SEP	OCT	NOV	DEC
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

LAST MONTH							1968 NOVEMBER 1968							NEXT MONTH							
1968 OCTOBER 1968														1968 DECEMBER 1968							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
27	28	29	30	31	24	25	26	27	28	29	30	29	30	31							

Sat. - Sun. **23-24** November

A. M. Saturday Duty [redacted], Flo 25X1A P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

~~SECRET~~

bt

DIARY NOTES

DD/S

18 November 1968

Idar Rimestad, Deputy Under Secretary for Administration, State Department, had indicated that [REDACTED], was working in the Agency and he was anxious to have lunch with her to see how she was getting along and to assure his and her family of his interest. I arranged a luncheon in the Executive Dining Room (which was a very pleasant and interesting affair) as follows:

25X1A

25X1A

25X1A

Hon. Idar Rimestad
Miss [REDACTED]

25X1A

Mr. George Meloon
Mrs. [REDACTED]

25X1A

Mr. Robert L. Bannerman
Miss [REDACTED]

RLB:ksd

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

Approved For Release 2000/04/14 : CIA-RDP73-00027R000100060001-4

JAN	FEB	MAR -1968-	APR	MAY	JUNE
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY	AUG	SEP	OCT	NOV	DEC
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

LAST MONTH	1968 NOVEMBER 1968	NEXT MONTH
1968 OCTOBER 1968		1968 DECEMBER 1968
S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31

Friday **15** November

A. M. P. M.

8:45	1:00	
9:00 Morning Meeting	1:15	
9:15	1:30	Leave for Magazine Bldg.
9:30	1:45	
9:45	2:00	Speech - Closing Remarks to
10:00	2:15	Ct Class
10:15	2:30	
10:30	2:45	
10:45	3:00	OL/Supply Division Briefing
11:00	3:15	
11:15	3:30	
11:30 To house --staff cancelled	3:45	
11:45	4:00	
12:00	4:15	25X1A
12:15	4:30	Space - [REDACTED] Meloon.
12:30	4:45	[REDACTED] 25X1A
12:45	5:00	

MEMORANDA

Tietjen - TDY

JULY							AUG							SEP							OCT							NOV							DEC						
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31					29	30	31					29	30	31					29	30	31					29	30	31				

LAST MONTH							1968 NOVEMBER 1968							NEXT MONTH															
1968 OCTOBER 1968							1968 NOVEMBER 1968							1968 DECEMBER 1968															
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S									
			1	2	3	4	5						1	2							1	2	3	4	5	6	7		
			6	7	8	9	10	11	12				3	4	5	6	7	8	9				8	9	10	11	12	13	14
			13	14	15	16	17	18	19				10	11	12	13	14	15	16				15	16	17	18	19	20	21
			20	21	22	23	24	25	26				17	18	19	20	21	22	23				22	23	24	25	26	27	28
			27	28	29	30	31					24	25	26	27	28	29	30				29	30	31					

Sat. - Sun. **16-17** November

25X1A.M. Saturday Duty - Shirley, Mr. **16-17** P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

SECRET

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[Handwritten signature]

DIARY NOTE

DD/S

15 November 1968

* 1. Proposed Stairway Between Ops Center and the SAVA Ops Center

All engineering studies for the construction of a stairway between the Ops Center on the seventh floor and the SAVA Ops Center immediately below on the sixth floor have been completed. The current estimating cost is \$31,200 of which we have available \$24,000 leaving an unfunded balance of \$7,200. No action is being taken on this proposed construction pending resolution of a difference between the DDI and Mr. [REDACTED]. As part of the disagreement, there has been the question as to where the stairway should be located and the fact that the construction aspects will cause rather serious dislocation of the two operations. I have placed a hold on any construction until this situation is resolved. [REDACTED] advised me that Mr. Smith had not made his final decision whether to go ahead or not, but should he decide to go ahead, Mr. [REDACTED] feels impelled to protest the decision. At the moment the situation is status quo and presumably the next move is up to Mr. Smith.

25X1A

25X1A

25X1A

RLB:dlk

*Extract to Colonel White

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

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25X1A

Next 1 Page(s) In Document Exempt

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JAN 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEB 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	MAR - 1968 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	APR 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	MAY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JUNE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
JULY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	AUG 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	SEP 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	OCT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	NOV 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	DEC 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

LAST MONTH 1968 OCTOBER 1968 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1968 NOVEMBER 1968 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	NEXT MONTH 1968 DECEMBER 1968 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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Sat. - Sun. **9-10** November

A.M. Saturday Duty - Mr. [REDACTED] Nina P.M. 25X1A

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

JAN 1968							FEB 1968							MAR 1968							APR 1968							MAY 1968							JUNE 1968						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7				
7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14			
14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21			
21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			
28	29	30	31	25	26	27	28	29	31	24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	30	23	24	25	26	27	28	29								
JULY							AUG							SEP							OCT							NOV							DEC						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7				
7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14			
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Monday

11

November

A. M.

HOLIDAY--Veterans Day

P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
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11:30	3:45
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12:00	4:15
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12:30	4:45
12:45	5:00

MEMORANDA

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DIARY NOTES

DD/S

12 November 1968

President-elect Nixon and His Staff: Arrangements are being made to provide President-elect Nixon and his immediate staff with pertinent Agency publications. His office is located in the new Executive Office Building and Mr. Nixon also has an office and staff assistants on the 39th floor of the Pierre Hotel in New York City. Arrangements will be made by Mr. Godfrey, OCI/DD/I to have a package of this special material available each day for forwarding to New York City. The material will remain available to Mr. Nixon's New York office.

25X1A
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I inquired through Mr. [redacted] of the capability [redacted] to supply a courier flight to New York and back. This can be done using [redacted] one of the other planes. The plane is to land at Teterboro, New Jersey with the [redacted] office meeting the plane with a car to escort the courier to the hotel and return him to the plane. Mr. [redacted] will work out the necessary arrangements with Mr. Godfrey and the Office of Security.

25X1A

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RLB:ksd

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Excluded from automatic
downgrading and
declassification

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Tuesday **12** November

A.M.

P.M.

8:45	1:00
9:00 Morning Meeting	1:15
9:15	1:30
9:30 Mr. Helms	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
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11:15	3:30
11:30 Staff	3:45
11:45	4:00
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MEMORANDA

Tietjen - TDY

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Wednesday **13** November P.M.

A.M.	Osborn		P.M.
8:30		1:00	
8:45		1:15	
9:00	Morning Meeting	1:30	
9:15		1:45	
9:30		2:00	Printing Services Division Tour
9:45	Osborn	2:15	and Briefing
10:00		2:30	
10:15		2:45	
10:30		3:00	
10:45		3:15	
11:00		3:30	25X1A
11:15		3:45	Wattles, [REDACTED]
11:30	Staff	4:00	DD/P CT Selection
11:45		4:15	
12:00		4:30	
12:15		4:45	
12:30		5:00	
12:45			

MEMORANDA

Tietjen - TDY

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DIARY NOTES

DD/S

7 November 1968

1. New Appointees--Briefing of Compartmented Information: At the Executive Committee Meeting a question was raised about the briefing of new appointees of the Nixon administration. It was pointed out that the briefing is conducted by a Security Officer on the principles of security but he is not in a position to brief on the substantive aspects of the program itself. The Director asked that I look into the matter with the appropriate people and report back by Tuesday, 12 November. I discussed the matter with Security, the DD/I and DD/S&T and proposed that we establish a group of substantive briefing officers in DD/S&T and DD/I who could be called upon to brief the newly appointed officials of the Nixon administration who must have access to compartmented information. These briefing officers could handle the security indoctrination. The Security staff could brief secretaries and lower management personnel where their interest is more administrative than substantive. Each request will be judged on the type of briefing officer necessary. I reported the above to the Director at the Morning Meeting on 8 November and this solution was fully satisfactory to everyone concerned. I asked Security to organize this system with DD/I and DD/S&T.

2. Director's Briefing Book: At the Morning Meeting of 7 November the Director asked me in the absence of Colonel White to provide information on the Agency's budget and ceiling with a spread of three or four years for briefing of Mr. Nixon and other senior officials. I talked to [REDACTED] and to Bob Wattles and asked them to begin pulling the necessary information together. Colonel White returned during the day and I informed him of what I had done and since this is truly an Executive Director-Comptroller responsibility I passed the request to him to serve the purpose.

25X1A

3. [REDACTED] new COS Saigon, was considering offering the position of Executive Officer to [REDACTED]. The Executive Officer, Saigon, handles a number of substantive functions including the Operations Center and related activities. I advised that we were extending [REDACTED] for one year in [REDACTED] and it was our understanding that he would retire at the end of that time. I also

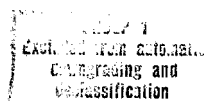
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pointed out that his wife had a health problem which would have a bearing on any further overseas assignments. I advised that I did not think [REDACTED] was suited for the job as the individual should be a substantive officer. I expressed the concern that [REDACTED] might find the substantive-operational aspects a bit difficult and he would also have a tendency to slip back into Support interests. I did not want this as we had a Chief of Support with clearly defined authorities. Mr. [REDACTED] said he would make this known to Mr. [REDACTED] and I have heard nothing since.

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DIARY NOTES

DD/S

6 November 1968

1. Selection of Professional Employees: Today the Director called a meeting of the Executive Director, Mr. Wattles, [REDACTED] and the DD/S. The essence of what the Director had to say has been reported in a letter from Mr. Wattles to the professional recruiters and I in turn asked that he pass the same information to the Headquarters groups engaged in selection and recruitment of professional employees. In essence the Director said that our record shows that we have the all-American type of career trainee. They come from everywhere, from all sections, schools and represent a wide variety of interests and aptitudes. He thinks that we should be more selective and concentrate on those who have emphasized in their training and experience interest in overseas affairs. This can be judged by an applicant's academic interests, whether he has traveled, whether his family has resided overseas and his interest in foreign affairs across the board. It is better to select the qualified applicant with a built-in interest in foreign affairs rather than to take a similarly qualified applicant and create within him an interest in foreign affairs. This guidance should be available to all those directly concerned in the selection and recruitment field.

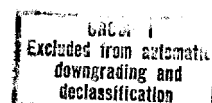
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2. Briefing of Rear Admiral Doram Carmody and Rear Admiral Jackson Arnold: At the request of the DDCI I briefed the two Admirals on the Support structure and its mission within CIA. The briefing was curtailed because of the pressure of time. The luncheon had been extended and previous briefers took more time than anticipated. I gather that I served up the type of information they were interested in. It was a hurried briefing and not under the most satisfactory circumstances.

3. Morning Meeting of 6 November: I mentioned the fact that we had paid out \$100,000 in adjusting the annuities of the Agency retirement program in accordance with the provisions of the amendment to our Act. I also mentioned the pending opening of the new road to the West parking lot, [REDACTED] and the Headquarters notice on weather emergencies. On the latter I noted that we had about 308 key employees who would be picked up in the event the roads became impassable. The Director expressed interest in these matters and was quite satisfied.

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DIARY NOTES

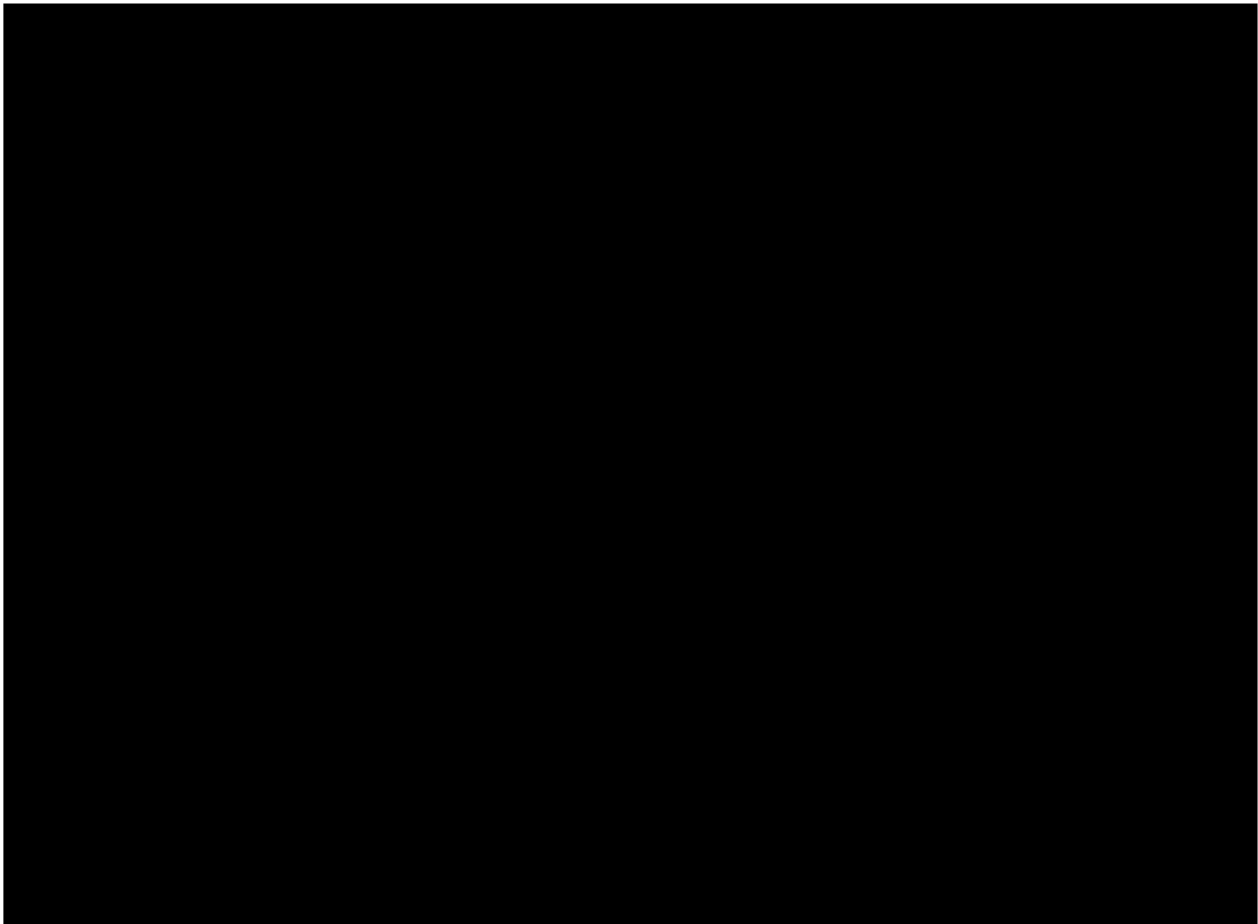
DD/S

5 November 1968

1. Construction in Operations Center: There seems to be a difference of opinion between Jack Smith and [REDACTED] for the need and/or location of a stairway between the Ops Center on the seventh floor and the SAVA Center on the sixth floor. Unless this dispute is resolved it will have to be presented to the Executive Director for resolution. I asked Mr. Meloon to provide me with all the necessary cost facts so that if the issue is drawn I will have the backup information. Regardless of location of the stairway, the construction will be difficult and must be done at night since they must use jack hammers to cut through the concrete ceiling.

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DIARY NOTES

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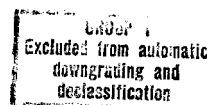
4 November 1968

1. Supergrade Ceiling Allotments: I had sent forward to the Executive Director a study on supergrade ceilings and our projection of needs for the next five years. ██████████ telephoned me and pointed out that we had approximately 25 current vacancies in the Agency and that asking for additional ceiling at this time would not go well with 25 vacancies. I advised that this was quite correct and I suggested he brief Colonel White and propose that the unused vacancies in the different Directorates if not used immediately be then redistributed so that each Directorate can make appointments on pending supergrades to eliminate this number of vacancies. I pointed out that the DD/S has headroom for one and noted that one other Directorate has nine vacancies. Mr. ██████████ agreed with this approach and will so brief Colonel White. 25X1A

2. Printing Services Retirement Deferments: Colonel White asked that we set up a meeting with Messrs. Meloon and Wattles to discuss the number of cases in the Printing Services Division who may request retirement deferments beyond age 60. I have alerted Meloon and Wattles that a date will be set up.

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Sat. - Sun. **2-3** November

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