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DIARY NOTES

DD/S

W. Webb

16 July 1964

1. I discussed several items with Emmett Echols.

a. Emmett brought to my attention the case of an applicant named [REDACTED] has an interest. This young lady is very well qualified for Agency employment but is precluded from entering on duty only because those components to which she might be assigned are over ceiling. I asked him to check with DD/I and DD/P to see whether they would be willing to request an exception in her case or, if not, whether they would object to our recommending that an exception be made.

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b. Emmett discussed with me a request by the National Security Agency for copies of all the forms we use in processing our personnel for entrance on duty. We agreed that it would be far better if we met with appropriate representatives from NSA so that we could explain the background of the forms, their use, etc. I also telephoned [REDACTED] of NSA and told him about this. He was enthusiastic.

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c. Emmett talked to me briefly about our equal employment opportunities and programs. He felt the need for policy guidance on whether we should continue our rather passive policy of equal employment opportunities or whether we should be more positive and aggressive. I told him that I thought we needed to discuss this with General Carter, Mr. Kirkpatrick, Larry Houston, [REDACTED] and [REDACTED] and that I would attempt to set up a meeting to accomplish this.

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d. Emmett left with me a file on [REDACTED], who looks like a very good candidate to run our physical fitness program. (If Mr. Kirkpatrick wants to authorize the use of appropriated funds to pay such an individual, we will want to make a preliminary security check on him before going further.)

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e. I authorized Emmett to announce at his staff meeting that Bob [REDACTED] will become the Deputy Director of Personnel upon the departure of [REDACTED] on 30 September.

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2. Matt Baird telephoned to say that he had just returned from [REDACTED] and that they had done an excellent job of cleaning up after the recent storm.

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He also said that they are working hard on a scheme to contract for certain services at [REDACTED] and that he hoped this could be a GSA-type contract so that the employees affected would get credit for Government service. I told him that I didn't know any way this could be worked out but that I learned something new every day.

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25X1A9a 3. [REDACTED] reported that he had worked out a procedure to be used by the Director and Deputy Director when they are traveling which will expedite delivery of cable messages to recipients in other Government agencies. He briefed both [REDACTED] on this. They understand it and are completely satisfied with the arrangement.

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4. John Clarke asked me whether DD/S is going to submit a reclame on our personnel ceiling reductions. I told him that I did not plan to, although I felt that these reductions are going to hurt me just as much as they are going to hurt everyone else. The only prospect for relief that I can see is to convert some of the service-type functions now performed by staff employees to a service contract with independent contractors. He encouraged me to proceed along these lines and said that he thought we would have no trouble getting the dollars if we can effect the necessary ceiling reductions.

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