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DIARY NOTES

DD/S



3 April 1964

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25X1A6A 1. I reported to Bob Daly, Commissioner of the Public Buildings Service, on my conversation with Senator John J. Williams of Delaware. Bob agreed to furnish Senator Williams with the list of the subcontractors on [redacted] the identity of the insurance firm furnishing the bond, and any known connection between McCloskey & Company and the subcontractors and/or the insurance company. He said that he would send me a copy of whatever information he furnished Senator Williams.

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2. Walt Elder telephoned to ask us not to push the Director into addressing the graduating classes while he is [redacted] for the WH Station Chiefs' Conference. I agreed, and Walt will get in touch with Matt Baird.

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4. I had lunch with Jim Critchfield and listened to a very constructive criticism of what is wrong with our administrative and support mechanism today. (See my Memorandum for the Record.)

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5. [redacted] and I met with Jack Blake, [redacted] and two or three people of the Office of Special Activities to talk about their need for a special switchboard and five "call directors." I concluded that they probably do have a need for the special switchboard and do not have a need for the

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"call directors" which, as far as I could understand, have nothing to do with the operational control of their activities.

6. I arranged to have lunch with Dwight Porter, Assistant Secretary of State for Administration, on Thursday, 9 April.

7. Matt Baird was up to discuss training for JOT's destined for DD/S assignments. He persuaded me that the Operations Course is not necessary for these JOT's and that they will get everything in the Operations Familiarization Course they need to know except detailed procedures and drillings about how to handle agents. I therefore agreed that I would not insist further that DD/S JOT's take the full Operations Course. I told Matt, however, that I felt we could improve their training to a substantial degree after that point by arranging a block of formal instruction to occupy a good part, if not all, of the remaining twelve weeks. He agreed and undertook to come up with a recommendation for this training.

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