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23 April 1955

MEMORANDUM FOR: Chief of Admin, PP Staff

SUBJECT: Support Requirements of the PP Staff Program,  
FY 56 and 57

1. As you may know, the senior planning officers of the support components are reviewing the operational programs of the DD/P prior to submission to the DD/P Review Board and the PRC. The purposes of such review are:

a. To advise whether the fund provisions in the budget for the direct support activities inherent in the planned operational activities appear to be reasonable and adequate.

b. To make an appraisal as to the capability of the support components to provide the support services which will be required of them.

c. To provide confirmation to the DD/P and the PRC that the support planning has been adequate and that the requirements can be effectively fulfilled.

2. In this early stage of development of an effective support planning system, review of support requirements and confirmation of support capability has necessarily been very general. It is largely based upon knowledge derived from past experience and limited knowledge of the future support requirements of current and projected operations. Accordingly, at the present time it would be very easy to overlook or be unaware of extraordinary support requirements which ultimately could place an undue strain on our support facilities or even delay operations while a necessary support capability is being developed.

3. For this reason we are alerting each operating element of any significant comments or qualifications of the support offices with respect to the support requirements of their programs.

4. In the case of the PP Staff Operational Program no significantly large or abnormal support requirements were discernible or known to exist

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by the support components. In confirming their support capability, the Office of Personnel and the Office of Training called attention to the substantial increase in personnel over the present duty strength. The former requests the submission of qualification data on the desired personnel at the earliest date possible, pointing out that roughly six months is required to recruit and process new personnel. The Office of Training requests early consultation with the PP Staff to determine whether there will be requirements for specialized training for which they may not now have the specialized capacity required.

5. The support components are anxious to provide full support to your operational program and are confident that they can do so if a continuous joint effort is made to isolate and refine support requirements to the point that effective and timely action is possible.

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SA-DD/S (Support Planning)

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