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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 10 August 1960

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FROM : [REDACTED]

SUBJECT: Informal Notes in Lieu of the Weekly, Including the DS' Report

1. I thought I would take advantage of Bob's trip today to bring you up to date on a few items.

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a. I asked [REDACTED] and he has expressed to me his intention to resign if his leave without pay is not approved. He is working with [REDACTED] at the moment on an improvement of the [REDACTED] problem, and has indicated he will stay here long enough to finish this. He will move his family to Boston, where they have already rented a house, and would like to join them by about 1 October. Whereas, Dan was not so specific previously I had gathered and reported that it was probably his intention to resign if the LWOP were not approved.

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2. We are counting, at the moment, on a Staff of 19 to be available on 3 October. The number does not concern me so much as the caliber, for I rate [REDACTED] as weak, [REDACTED] as a bit new to be completely effective.

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3. [REDACTED] was accepted on Monday, while much remains to be done there is no question that we will be in a state of complete readiness for the Management Conference 10-22 October. I spent a brief time with Archie in the class room on Monday, and if you have no objection to seating eight across in five rows, forty can be accommodated. This means the seating of four persons at each table (those used in the [REDACTED]). These are long, slightly narrower tables than the usual, with Formica tops and legs only at the ends. Such an arrangement would not give each conferee room to study large charts or bulky reference material but would be adequate seating space for a normal student role. You will be able to see the class room and seating arrangements for yourself next week.

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4. Colonel [REDACTED] has asked for leave during the period 15 August - 7 September. Colonel [REDACTED] will be here during that period and I see no reason why we should not approve.

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5. As I had indicated earlier, [REDACTED] start here has been very good and particularly constructive in view of the fact that we are learning more effective means of communication while dealing with subjects specifically concerned with our teaching problems. As usual, it is a pleasure to have [REDACTED] here.

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6. I have taken pains to find out how the RM Course is going and I am convinced that all goes very well. Whereas, some of the students are already experts in some aspects of the training, for example, one of them previously taught the use of map and compass; yet, on the recent night compass run only one team managed to come through with flying colors, the others were lost and the problem was not completed until 2 a.m. You can imagine that it was a pretty rough Wednesday 6 a.m. for PT. I have also pointed out the need for the Staff to pass on to something new whenever it is apparent that the class is qualified in that subject. We are sufficiently flexible to change the pace should this prove necessary. Morale in this group is very high and I expect that it may even improve.

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7. I am forwarding Colonel [REDACTED] Weeka for 2 - 9 August 1960.

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