

19 April 1974

MEMORANDUM FOR: Deputy Director for Management and Services  
SUBJECT : Weekly Report of Significant Activities  
REFERENCE : DD/M&S Administrative Instruction No. 73-4,  
dated 11 April 1973

As requested, following is a report of significant activities for this office for the preceding week.

25X1A 1. In two presentations on 17 April, Deputy Chief, Psychiatric Staff [REDACTED] spoke and answered questions following the showing of a film on alcohol ("The Other Guy") to personnel of the Operations Directorate and the Office of Communications at the [REDACTED]  
25X1A

2. The OMS Medical Systems Development Officer attended the Joint Cardiac Symposium sponsored by the Northern Virginia Heart Association on 17 April in Arlington, Virginia.

3. Chief, Operations Division is attending medical sessions 16-19 April at the Washington Hilton entitled "Life Saving Measures for the Critically Injured."

4. The OMS Training Officer is attending the "Fundamentals of Management and Supervision" course at the Chamber of Commerce Building 15-19 April.

25X1A 5. [REDACTED] of the Selection Processing Division on 10 April attended an Inter-Agency Meeting at the State Department regarding recent studies on drug abuse sponsored by the U. S. National Commission for the United Nations Educational Scientific and Cultural Organization (UNESCO).

CL BY: 061378

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6. Psychological Services Staff activities:

25X1A

a. [REDACTED] representing the OMS Task Force on Counter-terrorism, participated in a panel discussion on 16 April in the Countering Terrorist Tactics course at [REDACTED]

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b. [REDACTED] Director of Research for the Educational Testing Service of [REDACTED] and a long-time consultant to PSS, visited the staff on 15 April to review our research program and consult on substantive research matters.

25X1A

c. [REDACTED] of the Assessment Branch is conducting a Smokers' Workshop this week with twenty participants, mostly from the Office of Joint Computer Support.

25X1A

25X1A

d. [REDACTED] of the Testing Branch attended the Women's Advisory Panel 15-17 April at the [REDACTED]

25X1A

e. [REDACTED] of the Research Branch is attending the annual meetings of the Eastern Psychological Association in Philadelphia 18-20 April.

25X1A

f. Chief, PSS [REDACTED] and Chief, Assessment Branch [REDACTED] were luncheon guests at a conference of the DDI and his Human Resources Group 17 April. The topic of discussion was Assessment Centers and Mr. [REDACTED] indicated that he will be following the Assessment Center development work in the DD/M&S with considerable interest.

25X1A

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g. [REDACTED] presented the findings of the Office of Finance Attitude Survey at an Office of Finance Conference at the [REDACTED] 17 April.

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h. [REDACTED] of the Assessment Branch attended the annual meetings of the American College Personnel Association in Chicago 15 and 16 April where she conferred with experts in the training of counselors. This furthered PSS efforts to assist the Office of Training in meeting a request from the Operations Directorate for such training.

SIGNED

[REDACTED]  
Acting Director of Medical Services

25X1A

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