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10 September 1956

PROPOSED PROCEDURE FOR DEBRIEFING OF DD/S RETURNEES

1. The following procedure is established to provide an orderly system for DD/S debriefings.

A. The Office of Personnel will:

- new Div
Advised to
Use*
- (1) Compile, publish and distribute lists of returnees or potential returnees at such frequency as the Director of Personnel may deem appropriate. Distribution will include, but not be limited to, the area division concerned, the Office of Career Designation and the SSA-DD/S.
 - (2) After selection by SSA, Personnel will arrange time and place of debriefing, notifying the individual concerned and the appropriate offices.
 - (3) Will brief the returnee of the debriefing methods and assist him in preparing for the debriefing.

B. The SSA-DD/S will:

- (1) Upon receipt of the listing, and in coordination with the offices concerned, select individuals to be debriefed by conference methods and determine which of the DD/S elements will attend the debriefing.
- (2) SSA will notify the Office of Personnel of his selection for debriefing.
- (3) Notify the DD/S of the selection, time and place for conference debriefings. DD/S may chair the debriefing or state who he desires to chair the meeting and whether he or the ADD/S will attend.

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