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MEMORANDUM TO: Chief/Operations School 6 May 1957  
FROM : Assistant Chief for Field Training  
SUBJECT : Weekly Activities Report #19, Operations School/ [redacted], 29 April--5 May 1957

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SIGNIFICANT ITEMS:

Nothing to report.

OTHER ACTIVITIES:

Office of AF/OS

1. Messrs. [redacted] conferred with AF/OS and D/AF/OS on Wednesday, 1 May, concerning the status of TSS instruction in the Operations Courses. During the past eight weeks [redacted] has spent most of his time here lecturing to the OC and OFC and reviewing and revising the content of these TSS presentations. We appreciate the contributions made by [redacted] toward the improvement of our Operations instruction.

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2. [redacted] Chief/Office of Security/Training Division, was here on 1 May to visit the [redacted] Familiarization Course being presented for eight Office of Security personnel. He also discussed with AF/OS and D/AF/OS the possibility of including instruction in counter audio surveillance techniques in the Operations Courses.

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3. [redacted] from the Technical Services Staff was here on the evening of 30 April and on 1 May to discuss with AF/OS the possibility of an assignment as an Operations Course Instructor.

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4. D/AF/OS was in Headquarters on Tuesday, 30 April, to discuss several matters concerning his forthcoming rotation. He also conferred with [redacted] DC/PPC, concerning some of the training requirements and planning problems involved with the anticipated influx of case officer trainees from the NEA Division.

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5. [redacted] visited us on 3 May to discuss with AF/OS and D/AF/OS his future assignment with Operations School/ [redacted]

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6. [redacted] was here on Friday, 3 May, to complete the arrangements for the Secretarial Workshop scheduled for 20 May. She conferred at length with [redacted] concerning the administrative secretarial procedures employed at Operations School, [redacted]

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7. The periodic Rotation Calendar for Operations School/ [REDACTED] personnel was completed by A/AF/OS and forwarded to Headquarters on Tuesday, 30 April.

8. The weekly Staff Conference for Course and Unit Chiefs was conducted by AF/OS on Friday, 3 May.

Courses

Operations Course

1. The fifth week of Operations Course No. 4 ended on 3 May. During this period instruction in Interrogation, Agent Selection and Recruitment and Agent Handling highlighted the training materials covered.

2. On Tuesday, 30 April, [REDACTED] of the Office of Security presented a two-hour lecture on the polygraph.

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3. Two students were involved in an automobile accident while returning to [REDACTED] on Monday morning, 29 April. Neither student was injured, and there was no damage to property other than to the student's car. The Support Staff/[REDACTED] was most helpful in procuring the necessary parts and in making temporary repairs to the car, enabling the student to drive it back to the Headquarters area for more extensive repairs.

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4. One student was absent on 29 and 30 April due to a death in his family.

Operations Familiarization Course

1. OFC No. 9 started on schedule with 47 students. Range in grade is from GS-7 to GS-15; the average is GS-12. Age range is from 23 to 54; the average is 35. Four students are in military service: a Sergeant First Class, two 2nd Lieutenants, and a Major. Six women are enrolled.

2. At the close of the first week of instruction (devoted primarily to Tradecraft), the staff shares a most favorable first impression of the students, singly and as a group. All enrollees appear to be receptive, pleasant, and constructively critical.

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3. [REDACTED] assumed PCS status on 2 May, having completed the move of his family and belongings to the [REDACTED] area. He returned to OFC instructor's duties on Friday, 3 May. In his absence, [REDACTED] presented the lectures on Communications and [REDACTED] led his scheduled Discussion Groups.

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3.

4. A student who withdrew from OFC No. 7 on 12 February (three days before the Course ended) because of illness, returned to complete the Course assignments from 24 to 26 April.

Air Operations Course

Air Operations Course #17 began on 29 April with six students enrolled.

Clandestine Field Activities

CFA personnel participated during the entire week in field problem activities for the Special Staybehind Course and the Familiarization Course.

Special Staybehind Operations Course

The final week of the Staybehind Operations Course was completed on 3 May. Three students were enrolled.

Units

Assessment & Evaluation

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1. From 29 April through 1 May Mr. [redacted] was here TDY from Headquarters to begin a four-weeks period of familiarization with training evaluation activities. This is part of his preparation for assuming support of training evaluation in some other Agency training activity.

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2. Evaluation support of OC:

- a. Drafts of the grade record section on end-of-4th-week interim reports for 25 students were prepared.
- b. Assistance was given in conducting the staff session for scoring of student reports on the Biographic Interrogation.
- c. Extensive work was done, much of it by [redacted] in revising the form for rating student performance on the Recruitment Exercise.
- d. The final group of student critiques for the first two weeks of OC #14 was received on 2 May, and work was begun on summarizing them.
- e. Routine distribution and processing of evaluation materials for seminars, interrogation exercises, agent meetings, and contact reports were carried out.

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- f. Assistance was given in revising the written briefing for the Agent Selection Problem and in preparation for its scoring.

Training Aids Unit

1. **Photographic - Graphic:**

- a. Much Graphic and Photographic preparation has been coordinated during the past week for the forthcoming Interrogation Block of instruction in the Operations Course.
- b. Requests for graphic training aids from TSS on "Photography," from OFC on "Reporting," and from OC on "Intelligence Security Organizations" have been received during the past week.
- c. Identification pictures were completed of all OFC students and of several dependent wives of Staff personnel.

2. **Film Section:**

Most OFC No. 9 lectures are being recorded binaurally for the purpose of maintaining an up-to-date tape library of lecture material.

Technical Services Staff/

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1. [redacted] TSS/TD, spent the week here assisting in lecture planning of TSS subjects. He departed Friday to assume his duties at Headquarters.

2. Messrs. [redacted] completed the one-week Security Officer [redacted] Familiarization Course. There were eight Office of Security officers and two tutorials.

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PERSONNEL NOTES:

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The Chief/SSOC, [redacted] cleared the [redacted] and departed this area on Wednesday, 1 May. [redacted] made many valuable contributions to the Office of Training and the Clan-destine Services during his three years at [redacted]. [redacted] leaves behind many close friends who have a high degree of respect for his abilities. We wish him much success in his future assignment.

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[redacted]  
Assistant Chief for Field Training

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