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29 October 1965

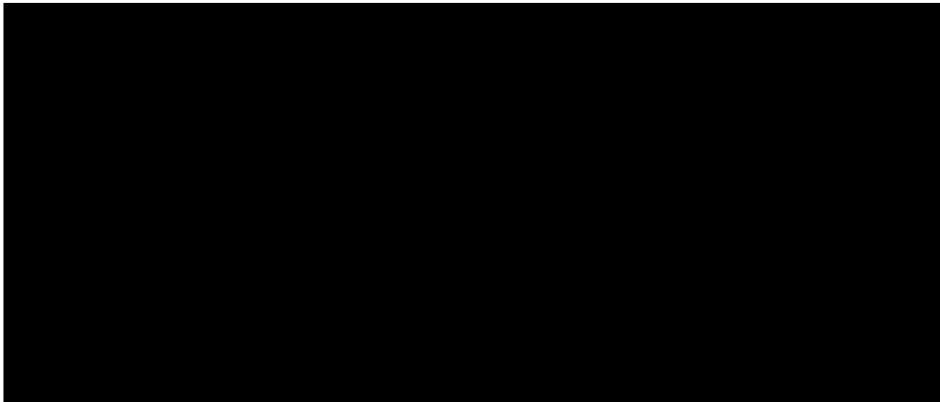
MEMORANDUM FOR: Director of Training  
SUBJECT : Weekly Activities Report #32

1. Office of the Chief, Support Staff

a. I have been advised by [redacted] that there have been some changes in plans for moving activities to Rosslyn. The Management Training Faculty is to be located in the Magazine Building rather than the Ames Building which means that they will move the latter part of November. The Clerical Training Faculty will occupy the 4th floor of the Ames Building. I am meeting with [redacted] this afternoon to finalize plans and determine furniture requirements. 25X1A

25X1C

b.



2. Instructional Services Branch

a. Intelligence Production Faculty 25X1A

(1). Three charts were prepared of the [redacted]

25X1A



25X1A

DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS.   
 DECLASSIFIED  
CLASS. CHANGED TO: TS S (C) 2012  
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DATE: 27/10/99

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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CONFIDENTIAL

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SUBJECT: Weekly Activities Report #32

- (2). Four charts were prepared for reproduction as follows: an organization chart of the Office of National Estimates; a flow chart illustrating the "Preparation of a National Estimate"; an organization chart showing the structure of the USIB; and a distribution chart showing an arrangement of typical agenda items.

b. Plans & Policy Staff

- (1). Two VU-Graph slides were prepared as aids for use in Mr. Bannerman's briefing. They had the following titles: "OTR Programs and Schools," and "Characteristics of the Career Trainee."

25X1A

- (2). Two additional VU-Graph slides were prepared for the same purpose as follows: "R & D Special Program," and [REDACTED] System Evaluation."

c. Language Training

25X1A

- (1). Two charts were prepared for [REDACTED] with illustrations and lettering for use in teaching of Chinese.

d. Miscellaneous

- (1). Approximately 150 small signs and nameplates were done for OTR schools.
- (2). A 30 x 40 chart displaying statistics of Agency Retiree Program was completed for briefing the DDS.

25X1A [REDACTED]

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