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# Memorandum

TO : Director of Training

DATE: 10 December 1965

FROM : Chief, Career Training Program

SUBJECT: Weekly Activities Report #39

## A. SIGNIFICANT ITEMS

In my report of 26 November I summarized action we have taken to date concerning the problem of obtaining personnel trained in Chinese language and related fields applicable to Agency interests. A further statement is now in preparation, to be completed as early as possible next week, which will up-date and expand this account.

## B. NORMAL ACTIVITIES

1. Mr. [REDACTED] of the IG Staff came over on Wednesday, 8 December, in connection with a survey he is making of the Agency's EOD procedures. He is particularly interested in what the various offices do during the period - days or weeks - immediately following formal entrance on duty to brief the new employee and help him, or her, get adjusted to the circumstances of living and working in the area. Mr. [REDACTED] and I gave him a run-down on Career Training Program procedures and he went away apparently satisfied. He expressed the opinion that Career Trainees are handled better than any other group of employees - an opinion perhaps not surprising in view of the fact that [REDACTED] was himself a member of the Junior Officer Training Program Staff a few years ago. We also reviewed for him very briefly the steps involved in the selection and training of Career Trainees, to up-date his information concerning the Program.

2. We met on Wednesday, 8 December, with Messrs. [REDACTED] of the DD/S office to discuss the assignment of members of the current Support Services Course.

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DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS.   
 DECLASSIFIED  
CLASS. CHANGED TO: TS S O 2012  
NEXT REVIEW DATE: \_\_\_\_\_  
AUTH: HR 70-2  
DATE: 2012

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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They brought over an extensive set of requirements, and I believe a good tentative roster of assignments was developed. It is now being reviewed in DD/S and will be confirmed very soon, probably early next week. Details will be included in my next report.

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3. [REDACTED] entered on duty 6 December and will enter the January Class.

C. RECRUITMENT ACTIVITIES

See attachment.

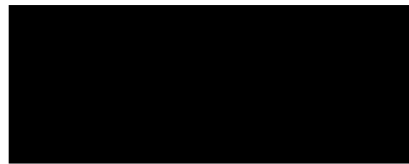
D. PERSONNEL MATTERS

The Office of the DD/I has nominated [REDACTED] GS-14, of OCR to serve a tour on the Career Training Program staff. His file looks good; our initial impressions are favorable; and arrangements are being made for definitive interviews as soon as possible next week.

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E. TROUBLESOME MATTERS

Nothing to report.



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Attachment

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(Attachment) RECRUITMENT ACTIVITIES

1. For the week 2 - 8 December 1965:

a. New files received		28
b. File rejects (before T/A)		1
c. Invited for interviews		6
d. Candidate interviews		13
e. Placed in process		19
f. Actions confirmed		3
g. Cancelled actions		1
Decline	0	
Reject prior to CTP/IR	0	
Reject after CTP/IR	1	
Postpone	0	
Medical	0	
Security	0	
Panel	0	

2. Summary to date:

a. January 1966 Class:

Firm:

On Board		2
Processing completed EOD set		13
Military		0
Internal		15

Tentative:

In process (prior to CTP/IR)		0
CTP/IR Scheduled		3
CTP interviewed, decision pending		8
In process - CTP approved, awaiting Medical and/or Security processing		8
Processing complete no EOD set		5
Internal		1

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b. ROTC/OCS Actions: 4

In process (prior to CTP/IR)	0
CTP/IR Scheduled	0
CTP interviewed, decision pending	0
In process - CTP approved, awaiting Medical and/or Security processing	1
Processing complete no EOD set	3 (including 2 internals)
Processing complete EOD set	0

c. April 1966 Class Availability:

In process (prior to CTP/IR)	119
CTP/IR scheduled	39
CTP interviewed, decision pending	3
In process - CTP approved, awaiting Medical and/or Security processing	19
Processing complete no EOD set	5
Processing complete EOD set	2
Military	0
Internal (Tentative)	6

d. July 1966 Class Availability:

Processing complete EOD set	1
Internal	6
Tentative	5
Firm	1

e. Internals accepted for Program but date  
of release by component undetermined 10

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