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Approved For Release 2000/08/04 : CIA-RDP78-06202A000100070033-9

21 April 1966

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training
21 April 1966

1. DDS Orientation

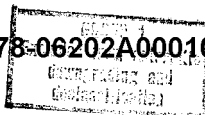
25X1A [redacted] met with representatives from the various offices of the DDS on 14 April to develop plans for the new DDS Orientation Seminar. Members were requested to submit their ideas and suggestions for the Seminar to OTR by the end of this week. [redacted] offered a very good suggestion, 25X1A noting that various Support Offices are engaged in interesting activities that are not commonly known. These activities he felt would be of interest to most DDS employees attending the Seminar. Upon receipt of the suggestions OTR will work up a tentative program which will be reviewed with the DD/S. One positive result of the meeting was full agreement on the use of [redacted] as 25X1A the location for the Seminar.

2. Defense Intelligence School

The first two DIS classes of civilian analysts for the DIA Production Center fell short of hoped-for goals. Students were recruited from the ranks of college graduates and the DIS had planned on an enrollment of 50 for each class but only 23 and 25 respectively were recruited. Indications are, however, that they will be more successful with their summer class. DIA

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civilian personnel authorities are urging the DIS to accept a class of 100 students instead of 50. It is reported that 71 students have already accepted employment offers from DIA. When a tentative roster of the summer class becomes available, we plan to pass a copy to the Career Training Staff to determine if there is any evidence of competition with our interests.

25X1A

On 13 April [REDACTED] participated on a panel consisting of representatives from the U. S. Army, Navy, and Air Force. The panel was held at the Advanced Intelligence Seminar, Defense Intelligence School, and the topic discussed was clandestine intelligence collection. The presentation brought out loud and clear the energetic efforts which the Services are making to expand their clandestine collection capabilities. In effect they are building up a sort of [REDACTED] stable of American contract professional case officers.

25X1A

3. Intelligence Review Course

Plans have been completed for the 12th running of the Intelligence Review Course. The course begins on 25 April and to date, about 40 students have registered for the class. In previous runnings of the course either the DCI or the DDCI has given the closing talk; the DCI's office has not informed us which, if either, will be able to give the talk on 6 May.

4. Briefing Material for the Command and General Staff College, Fort Leavenworth

In response to a request from the Command and General Staff College, Fort Leavenworth, the Orientation and Briefing Faculty, Intelligence School,

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has assembled a special briefing package on counterinsurgency. The material will be reviewed by the FI Staff, DDP, prior to our forwarding it to Fort Leavenworth.

5. Managerial Grid Program (GS-13-14)

There were 40 applicants for the Managerial Grid Program scheduled to run from 2-6 May. Only 24 could be accepted, however. Screening was done on the basis of grade and present managerial responsibility.

6. Use of Career Trainee Research Papers

Twenty-two research papers produced by CTs in Intelligence Production Courses have been used in whole or in part by the Agency's Historical Staff, and six papers have been published in Studies in Intelligence. It is standard procedure that at the completion of each intelligence course the research project papers are sent to the Studies-Historical Staff for possible use.

7. OTR Attendance

Internal training attendance for the week of 11-15 April 1966 was 605; external training was 427.

8. GSA Institute

It is our understanding that the GSA Institute will be phased out by the end of this fiscal year. Dr. Charles Ullmann who now heads the Institute will become the head of internal GSA training. In general, we use the GSA logistics, records management, and contracting courses. The programs

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conducted by the Institute will either be turned over to the Civil Service Commission or GSA proper, or canceled.

9. Courses in ADP

We now have 24 nominees for the 2 May running of the ADP Orientation Course conducted by the Civil Service Commission. In addition, we have nominated 18 candidates for the Symposium on Source Data Orientation and ADP Systems, GSA, with another week to go before nominations are closed. It appears that a standing requirement for a general ADP orientation continues in the Agency.

10. Project HELPFUL

An announcement on Project HELPFUL has been sent to each of the senior training officers. Quotas were assigned and training officers have been asked to submit their nominations to OTR by close of business, Friday, 6 May. The program is to be given on 17 and 18 May by DIA.

11. Defense Systems Analysis Education Program

Senior training officers have been notified of the one-year Defense Systems Analysis Education Program in which the Agency has been asked to participate. Training officers were asked to submit their nominations by 2 May so that Training Selection Board and Registrar actions can be completed by 17 May, the deadline established by DOD.

SIGNED / J.E.F.

for John Richardson
Director of Training

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