

Mr. [redacted] and
Chief Chiefs
Rt. DTR

OTR STAFF MEETING -- 15 December 1966

1. Conflict of Interest Statement. According to [redacted] supergrades (and certain other employees) should send to their Office Heads a confidential statement of employment and financial interest by 15 Jan 67 covering the period ending 31 December. This statement should be forwarded thereafter by the 15th of each third month.

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2. OTR Personnel on TDY. (ACTION: ALL) DTR asked that all offices notify the Personnel Branch whenever one of their people is going on TDY so that he may be kept aware.

25X1A 3. [redacted] Conference re SOC. A meeting held on 12 and 13 December on the Special Operations Course content will be followed by a meeting with several elements of DDP.

25X1A 4. Grading of CTs. [redacted] having received complaints from several Division Chiefs that they have not gotten any CTs with outstanding performance grade, wondered if we couldn't grade CTs with a pass or fail mark. DTR asked that all in attendance give this some thought. It will be discussed at the next staff meeting.

25X1A 5. Promotion for [redacted] Stan received his GS-15 promotion.

6. DDS Staff Meeting -- 13 December -- [redacted] attended

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a. New Printing Services Building. [redacted] talked about the plan for moving into the new Printing Services Building. The move will last over 26 days and there will be a slow-down in production in all but photographic services. It will cost \$283,000.

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b. Program Call for FY 69 through 73. [redacted] will attend the meeting today in the DDS Conference Room. PPS will get instructions to the Schools and Staffs next week.

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c. Meeting Deadlines. Bannerman referred to the problem of people not meeting deadlines. His office will now state precise deadlines for most things. If a deadline cannot be met, his office is to be notified.

d. Security Violations. The trend for security violations seems to be moving up -- there were five in the Support Directorate.

e. Personnel Ceiling. The DD/S said that in the FY 67 ceiling cuts, OTR has been hurt the worst by far.

f. Vietnam Personnel. The White House has asked for an additional 20 names from each agency to go to Vietnam to assist [redacted] DDP will supply most of the officers, DDS the remaining. [redacted] is being assigned to [redacted] Staff and will probably leave sometime in January. The development of [redacted] Staff is causing problems in logistics. There is an urgent need for three secretaries with experience of GS-6 level for 90-day TDYs.

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7. DDP Staff Meeting -- 14 December

An unusually brief meeting -- consisted of warnings to employees to stay strictly out of the two controversies now raging -- the Soviet Anti-Ballistic Missile Controversy and the Hoover/Kennedy Controversy.

8. CT Program. [redacted] regarding the CT FY 67 ceilings. The figure of 290 AE is a real figure; 299 was good but not good enough. [redacted] wanted to know what steps would be taken to arrive at this figure.

The Support assignments have been confirmed -- 11 overseas -- interim assignment period includes language.

9. DDI Briefings at [redacted] The first briefing was given on 13 December by [redacted] of the OCI Presentation Staff. [redacted] said the briefing has potential but [redacted] is not the one to give it.

10. Special Vietnam Group at [redacted] This one-week [redacted] familiarization course -- two days at Headquarters and three at [redacted] was attended by 11 people. The course for everyone going to Vietnam includes those who have had the Vietnam Orientation and is scheduled about one running per month.

11. Training Selection Board Meeting. The TSB will meet on 22 December at DTR's office at Headquarters to consider the nominees for the 11th running of the Midcareer Course. The Board will also review the papers and interview the candidates for the NIPA educational awards. In the future the Deputy Directors will spend an hour or two with their own Midcareerists.

12. Classroom Space. [redacted] reported that there were tentative plans in the master building plan for a training building but with the budget cut there is

now no plan for it. C/SS has requested an additional 10,000 square feet of space for OTR, the majority of which is for LTS.

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