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To: All School and Staff Chiefs

OTR STAFF MEETING -- 6 October 1966 --- DDTR Presided Fr: DTR

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1. QSI Award - [redacted]

2. DDP Staff Meeting -- ADD/P Presided (FitzGerald & [redacted] touring European Division Stations)

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a. Personnel Assignments

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[redacted] -- taking [redacted] place on DD/P Staff

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b. New DDCI. Admiral Taylor will come aboard 10 October. The Admiral will not participate in anything until he has been properly briefed. The briefings will begin on Monday afternoon with Colonel White presenting a general review, then [redacted] John Bross, Division and Staff Chiefs.

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c. COS Seminar & The NIS. [redacted] put in a strong pitch for the [redacted] 31 Sep - 10 Nov. Also, the necessity of having officers present at the NIS 21 Nov - 16 Dec to meet our quota.

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d. [redacted] and Asia. The President is interested in new ideas and programs on these three areas.

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e. Walt Rostow. He has come into his own. [redacted] referred to him as very sharp, able, and gets along with his cohorts and with the President.

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f. DCI Briefing Armed Services Committee. Chairman Mendel Rivers has been very flattering toward the Agency at the briefing.

g. Dignity of Position. [redacted] said someone on the outside mentioned to him that we do the DCI harm by referring to him as "my friend, Dick."

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h. Retirement Benefits for Contract Personnel. Probably at the next Staff Meeting, [redacted] will make a presentation on the possibilities of some kind of retirement benefits for these employees.

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i. Vietnam Operations Group. FE Division will set up an independent operational element, similar to the [redacted] with Doug [redacted] Deputy.

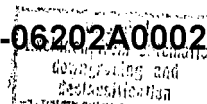
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[redacted]

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k. [redacted] Traffic re "The Invisible Government." The defense packet on "The Invisible Government" will go out.

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1. Termination of Contract Personnel. Headquarters should be informed of proposed termination of contract personnel in order to insure appropriate procedures.

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m. China. [REDACTED] talked about China and the Committees' (SIG and IRG) concern with China -- still no official China policy.

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2. Indoctrination of New Officers. (ACTION: [REDACTED] DTR is anxious to have all new officers visit the [REDACTED] (This should be coordinated with C/OS and the [REDACTED] Also, be certain new officers come in to see the DTR as soon as possible after they come aboard.

3. Office Staff Meetings. Information from the DDP and DDS Staff Meetings should filter down through individual office meetings.

4. Additional Slots for Military Colleges. Registrar is attempting to increase the number of slots assigned to CIA for Senior Defense Schools.

5. Headquarters Desk Training for CTs. (ACTION: C/CT) This course cannot be cranked into the program for the Oct 65 and Jan 66 CTs. At transfer to the CS, the desks should be encouraged to enroll these CTs in our regular records courses.

6. IG Inspection of CT Program. The IG team has been over. They have stated this is to be an extremely detailed survey of the total system -- will start with field recruitment, processing and will interview graduates of the program.

7. Possible Duplication in the CT Sov/Chicom Course. The action is on the CS. CS has been invited to monitor all CT courses involving communism to avoid undesirable duplication.

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8. Language Tutorial Training. [REDACTED] will investigate the possibility of hiring staff employees on contract to give tutorial training outside of regular hours. The directive to cut down on overtime has created a problem.

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9. WH Chiefs of Station Conference. There will be [REDACTED] at the conference -- 7, 8, 9, and 10 November.

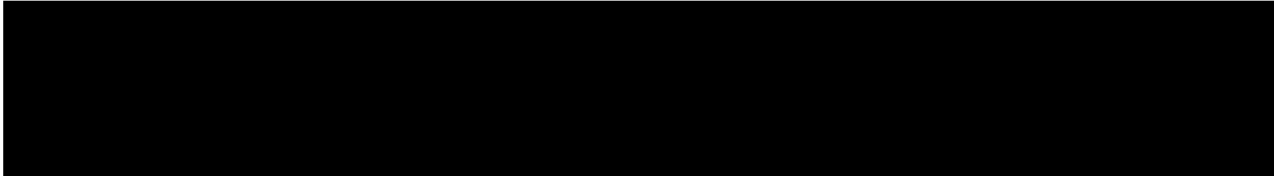
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10. Fire Drill. (Action: [REDACTED] 1000 Glebe will have a fire drill in a couple of weeks. Instructions on evacuation of building should be read, room wardens should be identified and the students should be told what to do.

11. Flu Shots. On 13 October flu shots will be given in room 436, 1000 Glebe at 1130-1215 costing 75¢; Room 502 Magazine Bldg., 1110-1130 on 10 Oct and at Hqs Room 1D35 from 1500-1700 on 10 Oct.

12. Project Helpful. This DIA briefing for CIA people is being proposed for 15-16 November.

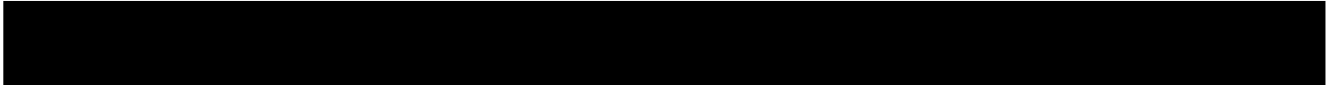
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14. New Commo Equipment at [redacted] OC will be putting in new gear prior to the WH Conference. They will also put in an additional telephone line which will probably be temporary.

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16. CT Course Schedule. Every class is projected through 1969. The location of the classes is now being cranked in. Each school will receive two papers -- one will list all courses by CT class, the other will list courses by dates.

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17. JCS Exercise High Heels. [redacted] will attend a meeting on Friday to learn the extent of our participation in this exercise scheduled 17-24 October.