

011567-6610

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DD/P 8-668

MEMORANDUM FOR: The Deputy Director for Plans

SUBJECT : Criteria and Standards for Selection of CS Officers for Assignment to OTR as Instructors

REFERENCE : [Redacted] Subject: Assignment of CS Officers to Instructor Positions in OTR

25X1A

1. This memorandum proposes criteria and standards for selection and assignment of Clandestine Services (CS) officers to OTR and requests approval by the Deputy Director for Plans in paragraph 3 below.

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2. Referent [Redacted] establishes the CS/OTR Subcommittee of the CS Personnel Management Committee. Paragraph 3 of referent [Redacted] states, "The Subcommittee will develop and recommend to Deputy Director for Plans for approval, criteria and standards for assignment of CS officers to instructor positions in OTR". In fulfillment of this directive, the CS/OTR Subcommittee of the CS Personnel Management Committee submits the criteria for selection and assignment of CS officers to instructor positions in OTR as set forth in attachment hereto.

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3. It is recommended that the Deputy Director for Plans approve the selection criteria and standards cited in attachment as policy for CS personnel staffing of OTR instructor requirements.

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[Redacted] Chairman, CS/OTR Subcommittee for Selection of CS Officers to be Assigned to OTR

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SUBJECT: Criteria and Standards for Selection of CS Officers for Assignment to OTR as Instructors

COORDINATION:

John B. Richardson
Director of Training

Date

CONCUR:

SIGNED R. L. Bannerman

R. L. Bannerman
Deputy Director for Support

8 JAN 1968

Date

APPROVAL: *as indicated.*

Thomas H. Karamessines
Thomas H. Karamessines
Deputy Director for Plans

9 JAN 1968

Date

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ATTACHMENT

A. General Criteria

1. Selection of Former Career Trainees. Approximately 10 years of experience in the Clandestine Services. Hopefully, 15-20 per cent of the total number of the officers selected for operations training [REDACTED] would be CTs. Thus, out of a total of 25 nominations, 4 or 5 would be in this category.

2. Midcareer Officers. Four or five of the total number should be officers who either have completed the Midcareer Executive Development Course or who actually have been designated as Midcareer Officers.

3. Potential Chief of Station Designees. One or two officers who in the near future may reasonably be expected to be named as Chiefs-of-Station should be included in the nominee group.

4. Promotion Status. Where possible, an effort will be made to maintain a reasonable relationship between age and grade of potential CS instructors in grade GS-14 and under who have been promoted in the last six years. However, it is appreciated there is a significant number of grade GS-13 and GS-14 officers of excellent operational reputation, who meet all basic requirements for advancement, but have been delayed as a result of position quotas affecting advancement in these grades. Further, due to the present bulge in the higher grades in the Agency, which is expected to disappear within the next few years due to retirements there may be more GS-15s available than would normally be the case and certain of these may have to fill OTR slots in Personal Rank Assignments.

5. Fitness Reports. CS officers assigned to OTR should have an over-all fitness report rating of "Strong". However, it is recognized that some rating officers are more demanding than others, hence there will be occasions where a strong officer will receive a rating of proficient, in which cases careful attention will be paid to the narrative comments of the rating officer.

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6. Special Factors. No officer, possibly for some years to come, should be nominated to OTR following completion of an unsatisfactory tour or the commission of a serious "flap" for which the officer was clearly responsible.

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B. Criteria for Assignment [REDACTED]

1. Grades. Predominantly officers in grades GS-13 and GS-14, although a few officers at the GS-15 level are acceptable.

[REDACTED]

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3. Experience. Case officer background with substantial agent-handling experience, normally.

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4. Writing-Speaking Skills. Proficiency satisfactory for classroom instruction requirements.

5. Health. Full-duty general. No limitations which would significantly affect ability to carry a normal workload that includes participation in field training exercises. While the CS will not assign officers to [REDACTED] who are unable physically to carry a full workload, there may be instances where an operationally competent and capable officer may be considered for an [REDACTED] assignment, though temporarily denied an overseas assignment due to a physical condition or where overseas is ruled out due to an absence of special medical facilities for the officer concerned or a member of his immediate family.

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C. Criteria for Assignment to Headquarters Training Branches [REDACTED]

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1. Grades. Unlike [REDACTED] a higher proportion of more senior officers at the GS-14 and GS-15 levels is preferred.

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2. Health and Mobility. Full-duty general. Frequent travel and TDY abroad required.

3. Foreign Language. Not less than intermediate level capability, particularly in the world languages--Spanish, French, Portuguese. German, Russian, and Arabic are also most desirable. This requirement does not apply to all nominees since some officers without language skills can be used in Covert Training. Foreign languages are not required for assignment to the Headquarters Training Branch.

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