

MINUTES OF THE GEOGRAPHIC AREA STAFF MEETING, 8 August 1955

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PRESENT: [REDACTED]

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1. [REDACTED] informed the group that there will be a budget cut in the 1956 operating budget, which affects the Geographic Area as well as the rest of the Agency. The Urban Area Program will not be given positions unless the DD/P provides them. This situation has been presented to the DD/P asking for these positions (3 geographers, 3 cartographers). If the DD/P says "no" to this, then the program will not be undertaken. The Photo Intelligence slots will hold as approved, as there has been no cut in those positions. The Target Mosaic Program was ordered cut as of Friday, but when told that the man was already on duty, the AD/RR and DD/I have approval for keeping the position. [REDACTED] stated that, for all practical purposes, we should not count on all of the proposed positions for FY 1957. The trouble will be on the urban area slots. [REDACTED] said he will look into the possibility of filling slots by cutting down on overtime; figuring budget requirements of promotions and ingrades, etc.

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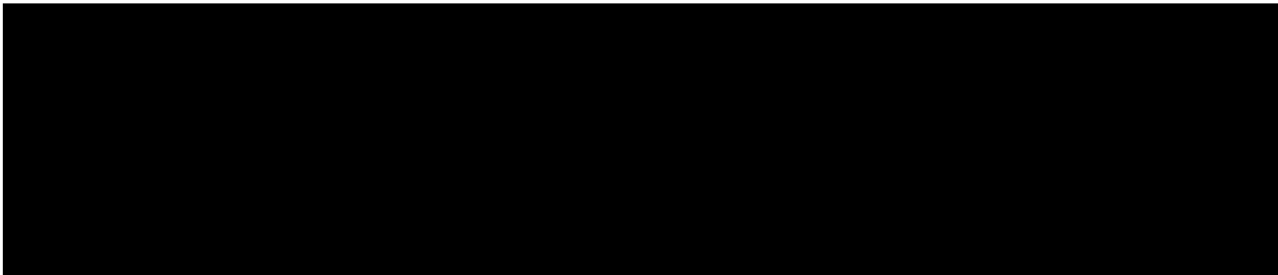
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2. Dr. Guthe has asked [REDACTED] to look into the problem of declinations by people in process, due to the time-lag of security clearances. All Geographic Division Chiefs were asked to submit to [REDACTED], by Wednesday, the names of persons who were in process and declined because of the length of time for security clearances. ~~XXXX Geographic Division Chiefs were asked to submit to [REDACTED] by Wednesday, the names of persons who were in process and declined because of the length of time for security clearances.~~ This information will go into a study to be prepared for the DD/S.

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5. It was announced by the AD that no more Quarterly Reports are to be submitted. The AD is to inform the DD/I monthly of the activities within the Office. All divisions are asked to see that all projects, in addition to those listed in the status of division projects, be listed in the monthly reports. St/PC is to be notified in writing or by telephone, as soon as possible, of all projects initiated, for entry into a weekly report for the AD.

6. The AD has asked that, when a program of reports for the DD/P or another Office of the Agency has been completed, the division chief concerned prepare a memorandum to the effect that this job has been completed and with

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any other pertinent remarks. This memorandum is to be prepared for the AD's signature. He would like to close off these requests more formally than in the past. Division chiefs are reminded that these memos should come through Ch/G's office.

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7. [REDACTED] stated that he would like to have all requests for SI clearances come through his office. Such requests are not to be forwarded to St/A without Ch/G's approval.

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8. [REDACTED] suggested that a new series be started for reports covering "service" and miscellaneous work. This new series would be the "S" series (G/S, GP/S). It was agreed that the "S" series should be used by D/GG and D/GP.

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OCh/G/RR: [REDACTED]:imc/535 (12 Aug.55)

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* 9. [REDACTED] must submit to the AD, by Thursday, a summary of mediocre or sub-marginal employees of the area, stating how they are mediocre and what can be done in dealing with them. Division chiefs knowing of any such case in his division should inform Ch/G in writing by Thursday, 11 August. (This should be kept within the members of this group).

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