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7 August 1961

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FOR: Mr. [REDACTED]

Personal Development Board (CAREER DEVELOPMENT AND TRAINING)

Submitted herewith are my editorial comments on the draft regulation, Tab A, and functions of the Career Development Board Tab C.

TAB A

Page 1:

Concur with your editing under Section I. Policy, but would suggest eliminating all after the word "assignments", line 9.

Page 2:

Add subparagraph (f) to paragraph 1.: "The Board will convene at the call of the Chairman and not less than once each month.

Eliminate underlined portions of paragraph 2.(a)\* and (b).\*\*

Eliminate subparagraph (c) in its entirety.

Page 3:

Change subparagraph (d) to read: "Prepares recommendations for Career Council's approval for a midcareer training program for officers at the GS-12 and GS-13 level."

Eliminate that portion of subparagraph (d) underlined. (taken care of in accepting restatement indicated above)

Subparagraph (e): Eliminate the words "Plans and", line one.

Subparagraph (f): Eliminate underlined portion.\*\*\*

Subparagraph (g): No changes.

Page 4:

Subparagraph (h): No change.

\* "the adoption of policies and" and "as may be established".

\*\* "when rotation tours or extended details are considered desirable for development purposes."

\*\*\* "for the assignment of career employees to higher level positions"

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Page 4: (continued)

Subparagraph (1): Change to read, "Submits an annual report to the Career Council at the close of each fiscal year to reflect accomplishments during the fiscal year just ended, and objectives for the ensuing fiscal year."

Paragraph b.1.: Eliminate in its entirety. Deputy Directors are members of the Career Council and constitute the approving authority for all proposals submitted by the Board.

Paragraph b.2.(a): No change.

Paragraph b.2.(b): An impossible task that even the Deputy Directors would find difficult to accomplish.

Page 5:

Paragraph b.2.(c): No change.

Paragraphs c., and d.: No comments.

Page 6:

Paragraph e.: No comment.

TAB C

If the Board so constituted is to be the working staff of the CIA Career Council, it is committed to perform those functions enumerated in paragraph a.2. of the regulation, (draft).

It would appear to me that the initial task of the Board is to devise working procedures that would apply specifically to the programs listed in Tab C and obtain Career Council approval.

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