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MINUTES

OF THE

CIA CAREER SERVICE BOARD

24th Meeting, Thursday, 4 March 1954, at 4:00 P.M.  
DCI Conference Room, Administration Building

Present: Messrs. Lyman B. Kirkpatrick, Inspector General, Chairman  
Robert Amory, Jr., DD/I, Member

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[Redacted] Chief, FP, Member  
[Redacted] DD/T, Alt for Director

[Redacted] Alternate for DD/P, Member  
[Redacted] O, Member

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[Redacted] AD/Communications, Member  
Harrison G. Reynolds, AD/Personnel, Member  
L. K. White, ADD/A, Member

[Redacted] Executive Secretary  
[Redacted] Secretariat  
[Redacted] Reporter

1. The Board approved the minutes of the 23rd meeting held 25 February 1954 without change.

2. The Staff Study addressed to the DCI by the AD/Personnel, "Selective Rotation Program," dated 23 February 1954, was discussed. The ADD/A submitted a counter proposal, "Proposed Rotation Programs for Junior Professional Personnel". Col. White stated that there were several points in the paper presented by the Assistant Director for Personnel with which he disagreed. He felt that such a program should be administered by the Office of Training, not by the Office of Personnel; that the program envisaged training over such a wide number of components within the Agency that personnel being rotated would not have time to become productive in any one assignment, and that the duration of each cycle was of such length that trainees would be likely to lose interest and motivation. He also felt that the rotation of any individual should be closely tied into the plans of his Office Career Service Board. He also felt that the program should start out with fewer than 120 people. He submitted the paper as an attempt to reflect his thoughts on the staff study of the AD/Personnel rather than as a finished product. He stated that there was some doubt in his mind whether the office from which a trainee had started would want him back

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after a five year period, especially in view of the advancement in grade that inevitably would have taken place. There was discussion of the most profitable length of time during which a man should be rotated. It was agreed that within overall limits each case should be determined on its own merits. [redacted] distributed a memorandum addressed to the Chairman, CIA Career Service Board from Mr. Baird, subject "Selective Rotation Program". The Chairman stated that it was his idea that trainees would be gainfully employed during their period of rotation. Further, he felt that six months as a minimum and a year as a maximum would be right for the period of time a trainee should remain in any office, and that a trainee normally should be rotated to not more than three offices. The discussion terminated with the appointment of a Task Force consisting of [redacted] of OTR to synthesize the three papers presented along the lines indicated, and present a new staff study for the consideration of the Board at a meeting in the near future.

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3. The Board then addressed itself to item 3 of the Agenda. Of the four papers on this subject included in the Agenda, the Commo order #23-53 and the proposed [redacted] formed the principle basis for the discussion. It was tentatively agreed that the time schedule proposed by Office of Operations was more realistic than any other suggested. The Board also tentatively agreed that the procedure of the Office of Communications that insured a guaranteed periodic review system was the most equitable yet proposed. It also agreed that under no circumstances should there be re-established a "time-in-grade" concept that lead persons to believe that they were entitled to a promotion upon having served minimum time-in-grade. The Board requested the Office of Personnel to present a paper on promotions along these lines.

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4. Under the heading of new business the Board considered and approved two Career Development Slots for Messrs. [redacted] and [redacted] of OCD. [redacted] of OTR submitted to the Board the paper requested of the Director of Training concerning multi-purpose slots. It was agreed to consider this at a future meeting.

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5. The meeting adjourned at 5:00 P. M.

[redacted signature block]

Executive Secretary

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