

DRAFT

15 May

To CIA (2) Civil Service Board

From: Exec Secy, CIA USRB

Subject: The CIA Exec Inventory

1, PROBLEM:

To establish an Executive Inventory of personnel with executive ability or potential which will:

- a. Provide the Director with an Executive Inventory of persons possessing executive ability, who are suitable for assignment to Executive Positions.
- b. Identify the Executive Positions of Agency-wide significance, the incumbents of which are appointed by, or with the concurrence of, the Director.
- c. Provide a uniform method of establishing Executive Inventories and identify Executive Positions at the Office level.
- d. Establish an Executive Development Program to discover and develop the persons in, or for, the Inventories above listed.

[Note: Only a and b above are covered in this paper; c and d will be the subject of further study.]