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Approved For Release 2000/08/17 : CIA-RDP83-00036R000500160025-2

OPC BULLETIN

No. 85

12 July 1951

PART I

Priority of Disposal Program

1. CIA Disposal Committee Directive No. 1 assigns the responsibility for CIA rehabilitation and resettlement action for all disposal cases outside the United States to OPC and OSO jointly.

2. A memorandum from DD/P dated 29 June 51 is quoted in part herewith:

"It is my desire that the Offices of CIA charged with disposal afford this program a priority consistent with its critical importance."

3. It is requested that all OPC activities concerned with disposal take careful note of the above.

PART II

Change in Correspondence Procedure

1. Pending revision of OPC Regulation 110-2, the following procedure is effective immediately.

2. All correspondence for the signature of ADPC will be arranged with the green file copy immediately under the cover sheet. This green copy must show the initials of the drafting officer as well as all coordination.

PART III

Symbol for Western Hemisphere Division, OPC/OSO

The symbol for the Western Hemisphere Division, OPC/OSO, is announced as WH. [REDACTED] will serve as Acting Chief of the combined Division and will have the symbol CWH.

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OSO plans

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(4) Also have the prospect sign a "Special Annex" attached to the Memorandum of Agreement covering the prospect's understanding that no employment commitment has been made.

(5) Witness the "Special Annex" form to indicate that he has discussed the content of both forms with the prospect and emphasized its significance.

b. Submit the completed forms to CPD together with the interview report on the prospect.

4. "Memorandum of Agreement" forms and "Special Annex" forms are available through the Administrative Officers in each OPC Division. Employees are responsible for obtaining these forms before contacting a prospect. The forms may not be taken outside the building except to be taken to and from initial contact interviews.

5. These procedures will be incorporated into a revision of OPC Regulation No. 20-1

OPC BULLETIN
NO. 103

7 September 1951

PART II

Assignment of Labor Functions to OPC

The functions of the Labor Division, Office of DD/P, have been transferred to OPC and assigned to the Psychological Division.

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