

EXECUTIVE SECRETARIAT
Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA				
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/EEO				
14	D/Pers				
15	D/OEA				
16	C/PAD/OEA		X		
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
20					
21					
22					
		SUSPENSE		Date	

Remarks: DCI returns from his trip on 13 April and has a full schedule thereafter. I don't think we have to regret.

[Redacted Signature Box]

D/Executive Secretary
2 Apr 82
Date

2637 (10-81)

92-0947

March 30, 1982

Mr. William J. Casey, Director
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Casey:

You are invited to join a select group of Chief Executive Officers and Executives on Monday April 19, 1982, for an Executive Briefing at

The Sheraton Carlton
923 16th Street, N.W.
Washington, D.C. 20006
(202) 638-2626

Breakfast at 8:30 AM
Briefing 9:00 AM - 11:00 AM

Mr. Jack Kelly, one of AMA's Planning Process Directors will discuss...

THE AMA STRATEGIC TEAM PLANNING PROCESS CAPABILITY,

specifically, The AMA Strategic Team Planning Process, The AMA Human Resources Team Planning Process and The AMA Marketing Team Planning Process.

This is the team approach to strategic business planning that has been used with great success in the past sixteen years by more than 600 organizations in business, industry, government and not-for-profit sector.

If you are considering formal planning using practical methods and controls for today's conditions or if your present program is not producing the results you would like, be our guest at...

Strategic Team Planning Process

The Team approach to Strategic Planning is the most effective way to direct an organization and obtain commitment to the plan throughout the organization. The Chief Executive and the top team set the course, led by an AMA Planning Process Director. The planning director is the catalyst and coordinator who guides your management team through the planning process step by step. The Chief Executive and the management team make the decisions in the planning process. This system of logic can be applied to any organization. Those who are failing today did not plan to fail, they did not plan or did not plan well.

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