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EXECUTIVE SECRETARIAT
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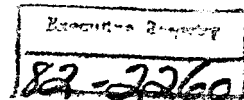
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SUSPENSE 8 February
Date

Remarks: Recommendation please to DCI.


 Executive Secretary
 1 February 1982
 Date

1 FEB 1982



26 January 1982

**KEPNER
TREGOE**

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

Dear Mr. Casey:

I am writing to invite you to a special discussion on strategic decision making, to be led by Dr. Benjamin Tregoe on 3 March in Washington, DC. A select number of public policy leaders and chief executive officers from major organizations in the Washington area are being invited to attend.

We invite you to join us on that day for a three hour session, beginning at 11:30 a.m. and concluding promptly at 2:30 p.m. The briefing will be held at The University Club. Cocktails and luncheon will be served.

This is a time of significant change, particularly in the public sector. Unless the policy process of each department, agency, political entity is framed by a clear strategic vision--and unless that vision is shared both by those down the line and by key external groups--the revitalization of America may well be in doubt.

The special session on strategic formulation will help you come to grips with the question: Where should my organization be headed? Surely, this is the most important question before any organization--and it is one that is the ultimate responsibility of top leadership.

Benjamin Tregoe is chairman of Kepner-Tregoe, Inc., an international firm specializing in organization development and research with headquarters in Princeton, New Jersey, and offices in Washington, DC. Sixty of the 100 largest corporations in the United States and 400 of the 1,000 largest companies worldwide, along with a wide number of government entities, use Kepner-Tregoe techniques. The enclosed book gives an overview of our approach to strategy formulation.

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Mr. William J. Casey
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Dr. Tregoe has helped a great many chief executive officers and their top teams resolve the tough issues of strategy formulation. His extensive experience, combined with the unique perspective of those in attendance will make this meeting a unique chance to share ideas and gain insight into how to both think and manage strategically.

We will be contacting your office to determine whether you can join us. We hope you will be able to attend.

Sincerely,

A handwritten signature in cursive script, appearing to read "Larry C. Farrell".

Larry C. Farrell
President

LCF/ke

Enclosure