

12015 66-4941

Meetings

19 September 1966

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Friday Morning Briefings at Executive Committee Meetings

REFERENCE : Memo from DD/S dated 13 Sept 66, Subject as Above

Pursuant to your request of 13 September 1966, the following list is submitted for your consideration:

1. The Annual-Executive Program.
2. Medical Trends in the Conservation of Manpower.
3. Categories of the second decade of problem cases and their management.
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5. A demonstration of trace metal detection techniques.

Director of Medical Services

SECRET

DD/S 66 - 4/94/5

29 SEP 1966

DD / S REGISTRY

FILE Meetings I.

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Friday Morning Briefings at Executive Committee Meetings

REFERENCE : Memo dtd 13 Sep 66 to D/CO, D/F, D/L, D/Pers, D/S, D TR fr DD/S, Same Subject

In response to the referent memorandum, I have reviewed the activities within the Office of Training and believe the following topics may be of general interest to members attending the Executive Committee Meetings:

A. Career Training Program

- 1. Quotas -- Ratio of CT input to other Agency professional input by Directorate
- 2. Selection/Processing -- new streamlined procedures
- 3. Training courses -- DDP/DDI/DDS -- type and length as indicated by chart

B. Language Training Program

- 1. An accurate inventory of language capability for the first time
- 2. Requirements by Directorate

C. External Training and The Training Selection Board

- 1. Use of external training by Directorate

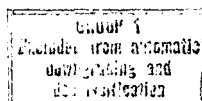
D. Program Assisted Instruction

- 1. Introduction and implications

E. Training of Agency Personnel in Planning, Programming and Budgeting

- 1. External facilities
- 2. Internal programs

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F. Agency's Image As Influenced by OTR

1. External briefings to officials and groups of other government agencies, military institutions, universities, and foreign countries
2. As influenced by Agency officers enrolled in senior military schools and universities.

[Redacted Signature]

John Richardson
Director of Training

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DD/S 66-4953

DD/S REGISTRY

FILE *Meetings 1*

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Friday Morning Briefings at Executive Committee Meetings

REFERENCE : Memo dtd 13 Sep 66 fr DD/S, same subject

1. This memorandum contains information for the Deputy Director for Support.

2. We note in paragraph 1 of the reference that in all likelihood "... the Support Services will not likely have the opportunity of a presentation more than once a month." Accordingly, we have selected for your consideration only a minimum number of items, but we have been guided by the selection of topics which we believe have the greatest overall interest for the audience, including the Director of Central Intelligence.

3. Appropriate topics, which appear to be of general interest and also tend to portray substantive and significant responsibility of the Support Directorate, are:

a. The significance of the Logistics contribution to Southeast Asia in fiscal year 1966.

b. A description of the facilities to be installed and the benefits to be gained from the new Printing Services Building.

c. A description of the extent of the overall ordnance program conducted by the Office of Logistics.

4. We will be most happy to prepare specific briefing papers and aids for you should you desire to select any of the above three subjects. We will further, from time to time, submit additional recommendations.

[Redacted Signature Box]

George E. Merlon
Director of Logistics

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declassification

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**CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP**

TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy Director for Support 7D18 Headquarters		
2			
3			
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6			

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Remarks:

You may want to consider briefing the Executive Committee on the actions you have taken for alerting interested officials of cases having "flap potential."

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
Director of Personnel 5E56	10 SEP 1966

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DD/S 66-4948

DD, S. C. BERRY

19 SEP 1966

Meetings!

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Friday Morning Briefings at Executive
Committee Meetings

REFERENCE : Memo fr DDS dtd 13 Sept 66, same subject

1. As requested in referenced memorandum, this memorandum submits a list of topics that might be used in the Friday morning briefings of the Executive Committee.

2. Suggested topics and speakers are:

a. Personnel Forecasting - Deputy Director of Personnel for Planning and Research

b. Cooperative Work-Study Programs - Special Assistant to the Deputy Director of Personnel for Recruitment and Placement

c. Employment of Minority Groups - Deputy Director of Personnel for Operations

d. Insurance Program - Deputy Chief, Benefits and Services Division

e. Credit Union - Chief, Benefits and Services Division

f. Employee Activity Association - Chief, Benefits and Services Division

g. "Skills Bank" Placement - Deputy Director of Personnel for Recruitment and Placement

h. Retiree Placement Program - Chief, External Placement Branch, Recruitment Division

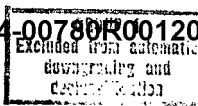
i. Recruitment Program - Director of Personnel

j. Casualty Assistance Program - Chief, Benefits and Services Division

k. Invitee Travel - Chief, Central Processing Branch, Benefits and Services Division

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l. Exit Processing - Chief, Benefits and Counseling Branch
or Chief, Benefits and Services Division

m. Fringe Benefits for Injury, Death, Capture, or Missing
Status - Chief, Benefits and Services Division

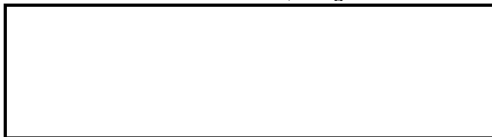
n. Agency Reaction to Employee Emergency Cases - Chief,
Benefits and Services Division

o. Casualty Planning - Chief, Benefits and Services Division

p. Post-Mortems of Early Returns from Overseas - Chief,
Special Activities Staff

q. Proceedings of Applicant Review Panel and Overseas
Candidate Review Panel - Chief, Special Activities Staff

3. We do not now have at hand prepared briefings on each of these topics and would hope that we will receive advance notice of the tentative scheduling of any particular topic. Regarding items f. (Employee Activity Association) and g. ("Skills Bank" Placement) in particular, we suggest deferred scheduling until these programs are fully operative.



Emmett D. Echols
Director of Personnel

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Ple keep on
file along with
memos we sent
to DDS office
advising them
of Janney's list
of briefings (2) ✓

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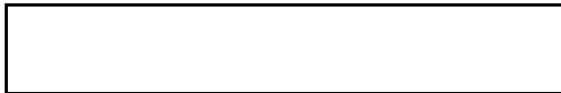
Meetings!

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Friday Morning Briefings at Executive
Committee Meetings

Attached is a list of topics which it is felt would be of general interest to the Director and members of his Executive Committee. Upon your selection of items to be presented, we will furnish additional information on such items.

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Howard J. Osborn
Director of Security

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GROUP 1
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Research in the Use of the Polygraph

The New Department of Defense Central Records Facility

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[Redacted]

The Agency Re-Investigation Program

Operations of Security Committee

National Military Information Disclosure Policy Committee

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[Redacted]

Security Categorization of Overseas Stations Program

Pouch Security Program

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[Redacted]

Security Hazards Resulting From Use of Reproduction Machines

Defensive Briefing for Denied Area Travel

Effect of the Current Wave of Invasion of Privacy Concepts on Investigations

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90566-4953
19 SEP 1966 Meetings

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Suggested Topics for Briefings at
Executive Committee Meetings

In response to the request contained in your memorandum of 13 September 1966, there follows a list of topics which might be appropriate for presentation at Executive Committee Meetings:

1. Status and Operation of the CIA Retirement Fund -
(actuarial projections, investments, etc.)
2. Monetary and Funding Activities -
(status, trends, capabilities, and limitations)
3. Financial and Accounting Services for Proprietary Activities -
(factual review of accounting services performed for proprietary activities by O/F, CA, etc.)
4. Status of Check Mailing -
(number mailed, advantages, etc.)
5. Source and Application of Funds Received from Other Government Agencies -
(policy, management, and fiscal implications)
6. Payments to Other Government Agencies for Services and Material -
(magnitude, management, security, and fiscal implications)
7. Review of the Types of Financial Rights, Privileges, and Benefits Extended to CIA Personnel -
(identification of the Agency benefits which deviate from those granted by other U.S. Government agencies and the basis for the deviations)

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R. H. FUCHS
Director of Finance

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DD/S 66-4809

DD / S REGISTRY

FILE

13 SEP 1966

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training

SUBJECT : Friday Morning Briefings at Executive Committee Meetings

1. The Director wishes to have briefings on topics of general interest presented at his Executive Committee Meetings. It is expected that these briefings will be scheduled on Friday mornings at 0900 and since all Directors will be included the Support Services will not likely have the opportunity of a presentation more than once a month.

2. It is requested that you prepare a list of topics which you feel would be of general interest to the Director and members of his Executive Committee. Things that affect large numbers of employees, as well as the Executive Committee members, are likely topics--for example, our insurance program and other employee benefits.

3. Please give me a note with a list of suggested topics by noon, 19 September. Time permitting, we will discuss some of the topics at the staff meeting on the 20th.

SIGNED Alan M. Warfield

R. L. Zimmerman

for Deputy Director
for Support

Distribution:

Orig - Commo

1 - Each other addressee

✓ 1 - DD/S Subject

1 - DD/S Chrono

EO-DD/S:VRT:ews (12 Sept 66)

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