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66-1067

DD/S 66-1365

11 MAR 1966

MEMORANDUM FOR THE DIRECTOR

This is a status report to tell you what is being done in response to your request that we develop procedures to ensure that each of the directorates is briefed and informed of the work of other directorates.

The DD/S was charged with developing arrangements with each of the directorates which would make such briefings as pointed and as useful as possible. Each directorate was asked to list a series of specific questions to be answered by the briefing directorate. All of these questions have now been listed and each directorate is developing a briefing presentation designed to answer the questions.

The presentations will be ready by May and the briefings will take place between May and July. Within the limits of security, all of the briefings will be monitored by a senior officer from the Office of Training. The purpose of this is to ensure that training courses offered by OTR include the kind of material which will improve employee understanding of work done in the various parts of the Agency.

We will keep you posted on this matter.

151

L. K. White

MAR 11 3 13 PM '66

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SECRET
Automatic
downgrading and
declassification

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

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| UNCLASSIFIED | CONFIDENTIAL | SECRET |
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**CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP**

| TO | NAME AND ADDRESS | DATE | INITIALS |
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| 1 | EO/DDS | 11 March | URT/167 |
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| ACTION | DIRECT REPLY | PREPARE REPLY |
| APPROVAL | DISPATCH | RECOMMENDATION |
| COMMENT | FILE | RETURN |
| CONCURRENCE | INFORMATION | SIGNATURE |

Remarks:

Vern:

Note the last sentence. Red is counting on some sort of reporting mechanism which will keep the Director clued in. I hope you also saw Red's note when he approved the recent proposal from DD/S. We need something more than just a one-shot quickie.

[Signature Box]
HK

STATINTL

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| FROM: NAME, ADDRESS AND PHONE NO. | DATE |
| O/Executive Director/HKnoche | 10 Mar 66 |