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OCT 5 1966

MEMORANDUM FOR THE RECORD

DD/S

SUBJECT: Requests for CIA Speakers

FILE *Training*

1. On 26 September 1966 a meeting was held to discuss means for implementing the Director's decision to be more responsive to requests for headquarters speakers to address various public groups such as civic organizations, academic groups, business officials, and so forth. The following were present:

- O/DCI - [redacted]
- DD/S&T - [redacted]
- DD/I - Mr. Proctor
- O/S - [redacted]
- OTR - Mr. Richardson and [redacted]
- O/DDS - Mr. Bannerman and Mr. Warfield (part of time); [redacted]

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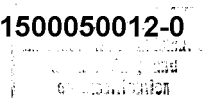
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2. The meeting began with a discussion of present procedures [redacted] for providing Agency speakers to non-Government groups. The question was asked how satisfactorily these procedures are working and whether, in view of the Director's decision, they ought to be modified. Mr. Proctor expressed the consensus of the group when he pointed up the need to distinguish between requests for speakers who are to talk about the Agency in general, and those who are asked to deal with substantive topics. He said that present procedures for selecting officers to talk about CIA appear to be working well; and he felt that OTR, which has the experience in this area, should continue with its stable of speakers to handle it. On the other hand, when invitations are accepted for speakers to deal with substantive topics, they will probably have to be chosen ad hoc, with DD/I supplying most of them. Mr. Richardson expressed appreciation for Proctor's comments, but added that OTR's "stable" of speakers is much too small to carry the expected future load and will have to be augmented if it is to do so.

3. With respect to a question as to whether additional texts are needed for use by Agency speakers, the point was made by several of the group that present texts are probably adequate. In any event, they said, the most carefully prepared and coordinated text will not provide complete "protection" against the speaker who strays from his material. Instead, our best "protection" is to select mature individuals on whose judgment we can rely and who will handle themselves properly when addressing outside groups.

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4. Mr. Warfield and others asked about the policy we should adopt concerning gratuities for speakers appearing before outside groups. Should out-of-town organizations that request speakers from Washington be asked to cover their travel expenses, for example? No conclusive agreement was reached on this point though Mr. Proctor suggested accepting honorariums in such cases and giving them perhaps to the Educational Aid Fund. The group seemed to feel that this question could be put over until the [redacted] Domestic Contact Service meet here in mid-October and the matter of how such requests are to be handled is discussed.

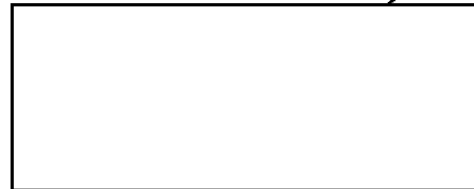
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5. A question was also raised as to whether CIA will entertain outside groups in its own facilities here in Washington, specifically in the auditorium, when it accepts an invitation to address such a group. Without responding completely to the question, Mr. Bannerman noted that the International Conference Room, which will be completed soon in the Magazine Building, might be an excellent spot for this purpose.

6. Action

a. It was agreed that present procedures (as set forth in [redacted] for handling requests for CIA speakers to appear before non-Government groups should remain in effect. Specifically, the Assistant to the Director should continue to be the point of control for receiving such invitations and recommending action on them to the Executive Director-Comptroller. The Director of Training should continue to be the focal point for providing speakers.

b. Mr. Bannerman asked that DD/I and DD/S&T identify at least five officers in each Directorate who can be added to our roster of speakers for use in appearing before outside groups to discuss the Agency.



Assistant Executive Officer to the  
Deputy Director for Support

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