ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OC-AMD Staff Notes 17-21 December 1984

25X1 | **FROM** | | **EXTENSION** | **NO.** 10764-84 |

25X1 | C/OC-AMD | | | **DATE** 27 DEC 1984 |

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. D/CO	28 DEC 1984	28 DEC 1984		
2. DD/CO	28 DEC 1984	31 DEC 1984		
3. OC-MLS	31 DEC 1984			
4. OC-EXA	28 DEC 1984	28 DEC 1984		
5. OC/OL/IMC				Archiving
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

FORM 610 USE PREVIOUS EDITIONS
1-79

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OC *10 764-84*

MEMORANDUM FOR: Director of Communications

25X1 FROM:

Chief, Administrative Management Division, OC

SUBJECT: OC-AMD Staff Notes - 17-21 December 1984

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3. [   ] returned from a trip [   ] where he instructed AMCA personnel in the operation of video equipment. Area Headquarters personnel will be taping the progress of construction of the new alternate base station.

4. A ten unit 1/2 inch VHS duplication system has been installed in ESS and is fully operational.

5. There were four CS instructors TDY during the period 17-21 December 1984. Three instructors are in support of training and one in support of network requirements.

6. Ten OTD instructors completed the resident TERP IIA training on 20 December. Many of these instructors are now cross-trained in TERP, PRS-6, or SKYLINK. CS plans to enroll an additional three instructors at the beginning of the New Year.

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WARNING NOTICE - INTELLIGENCE
SOURCES OR METHODS INVOLVED

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SUBJECT: OC-AMD Staff Notes - 17-21 December 1984

25X1

25X1   8. [   ] notified the Instructional Support
Department of his intention to visit CS on 9 January 1985 to discuss
an approved Accelerated Learning research project under the
25X1   sponsorship of the Army Research Institute (ARI). [   ] will
25X1   bring Mr. Robert Seidel, from ARI, with him for discussions. CS

9.   Hazeltine Corporation has furnished the Instructional
Support Department purchase and lease prices for a MicroTICCIT
Computer-Based Training (CBT) system which could be used for
sophisticated operational and technical training at CS.
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13.   The final lecture of the OC Mini-Masters Lecture Series II,
"The OC Operations and Technical Manager", was presented Thursday,
20 December. The series was attended by 210 people for an average
attendance of 35 per session. The largest group (47), attended the
25X1   first lecture, presented by [   ]
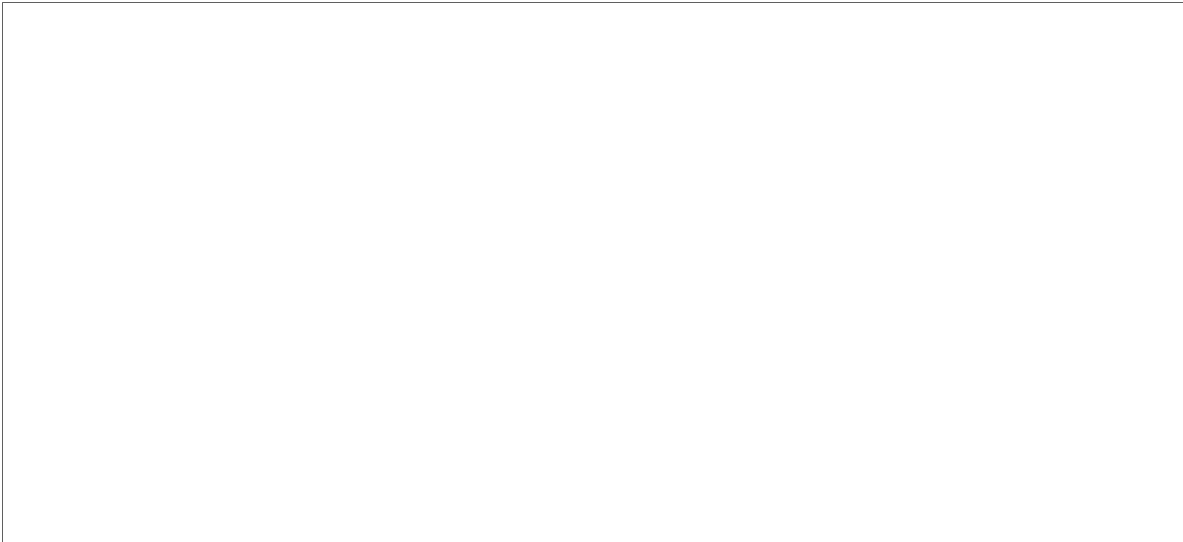25X1   [   ] Forty-one and 39 attended the Foreign Networks
Division presentation on "UHF/VHF Utility Networks" and
Communications Security Division's lecture on "The Growing Technical
Threat", respectively. Twenty-four employees attended at least four
of the lectures and will receive a certificate for their training
file. Series III will be scheduled in late spring and Series IV in
advance of the Thanksgiving holiday period.

2

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SUBJECT: OC-AMD Staff Notes - 17-21 December 1984

25X1

15.   During the week, Panel MCN personnel strength remained at status quo. Panel N is 9 technicians over authorized ceiling. However, this figure includes technicians who are in the process of leaving Panel N, participating in the OJT program, attending initial EOD training, and serving in assignments other than Panel MCN. With these categories deleted, Panel MCN is 24 technicians under strength. Panel D personnel strength also remained at status quo. The Panel is currently 86 employees over authorized ceiling. There are 116 EOD students in training, while 15 TCA personnel are in processing or preparing for their overseas assignments. Taking into account the non-production status of EOD students, the Panel is currently 60 personnel under strength.

16.   The Recruitment and Evaluation Section was directed by OP Employment to select 15 percent of OC's applicants for employment to receive priority consideration by OMS and OS. Sixteen applicants for critical category positions were selected. Hopefully, this will result in clearances coming through more rapidly for these applicants.

3

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SUBJECT: OC-AMD Staff Notes 17-21 December 1984

25X1   17. ☐ (an OP Career Trainee) will be reporting to OC-AMD 27 December for approximately 90 days. Briefings are being arranged for him in all OC Staffs and Divisions to better acquaint him with the Office and its personnel. Also,

25X1   ☐ (both OC careerists) will attend those briefings.

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4

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