

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OC-AMD Staff Notes - 29 April - 3 May 1985

FROM:

[Redacted]

Acting Chief, OC-AMD *me*

EXTENSION

NO.

OC-12313-85

DATE

8 May 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

~~D/CO~~

2.

DD/CO

9 MAY 1985

9 MAY 1985

OM

3.

C/Operations

9 MAY 1985

10 MAY 1985

4.

OC-EXA

9 MAY 1985

9 MAY 1985

5.

OC/OL/ISC

Archiving

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

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OC- 123385
08 MAY 1985

MEMORANDUM FOR: Director of Communications

25X1 FROM:

[Redacted]

Acting Chief, Administrative Management
Division, OC

SUBJECT: OC-AMD Staff Notes 29 April - 3 May 1985

1. During the week, Panel N personnel strength decreased by one technician. Panel N is 14 technicians under authorized ceiling. However, we have 23 technicians who are participating in the OJT program, attending initial EOD training, and serving in assignments other than MCN approved positions. With these categories taken into account, Panel N is effectively 37 technicians understrength. In Panel D, there was one EOD during the week. The Panel is 86 employees over authorized ceiling. There are 90 EOD students in training, while 17 TCA personnel are in processing or preparing for their overseas assignments. Taking into account the training status of EOD students, Panel MCD is currently 25 personnel understrength.

2. OSG activities included the processing of eight TDY's and the production of three fully completed Travel Orders. OC is currently providing 13 Panel D and one Panel N, CONUS-based personnel for TDY support of the Foreign and Domestic Networks.

25X1 3. [Redacted] accompanied [Redacted] Office of
25X1 Personnel (OP) recruiter assigned to assist OC in its recruiting
25X1 effort. on a tour of our training facility [Redacted]
25X1 [Redacted] on 3 May. It was felt that this would be of benefit to
25X1 [Redacted] to aid him in understanding the type of applicants
required to fill the basic TCS and ET positions within OC.
[Redacted] will be traveling with OC recruiters extensively for the
next year.

25X1 WARNING NOTICE
INTELLIGENCE SOURCES
OR METHODS INVOLVED

[Redacted]

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25X1

4. [redacted] returned on 27 April after spending a week in the state of Texas to test and interview applicants responding to ads placed in Killeen, San Antonio, and El Paso. Results were not as good as initially expected but a worthwhile effort. Total qualified applicants for all three cities are as follows:

Panel D - 21
Panel N - 11
Panel E - 6
Panel A - 20
Panel S - 3

25X1



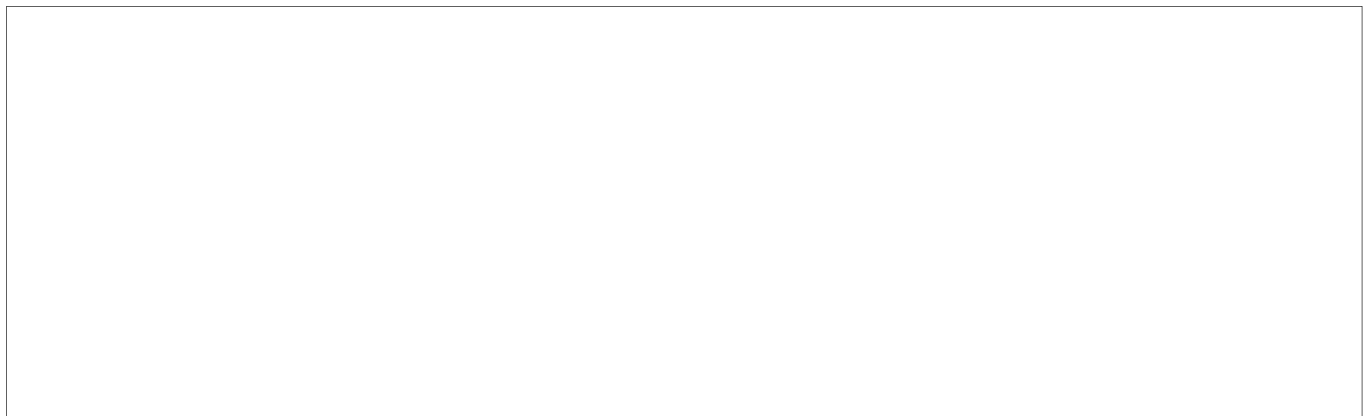
5. A total of 153 personal resumes were reviewed during the week and OC has interest in 102. OP has been requested to send PHS packets to each. There still remains over 200 personnel resumes to be reviewed for consideration.

6. A total of 14 PHS packets were reviewed with 7 of OC interest.

7. EOD for the week:

Panel D - 2
Panel A - 1

25X1




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25X1 9. [] joined the Instructional Support Department
25X1 (ISD) on 1 May 1985 to assume his responsibilities as Chief, ISD.



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