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9 October 1969

MEMORANDUM FOR THE RECORD:

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SUBJECT: Meeting with [redacted] OTR Building Planning Assistant  
and [redacted] Security Officer, OTR

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1. Although the general mission and functions of the BPS had been mentioned to [redacted] earlier, that meeting had been broken off, and we both desired to go into further details which was possible today. After a brief review and some introductory remarks, he invited [redacted] to join us.

2. There is no question but that OTR will pose many challenges for the BPS. At the time of consolidation OTR is desirous of bringing overt and covert training more closely together and at the same time providing separate entrances and facilities to permit those receiving clandestine training a controlled access to and use of the training facilities. The extensive use of visual and auditory aids poses some security problems; also, the use of language instructors with limited clearances will further complicate our planning.

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3. [redacted] is particularly disturbed by the present poor teaching facilities in the 1000 Glebe Road Building. The lecture rooms are small and irregular, and the ceilings are low. It is impractical to use certain teaching aids in some of these rooms.

4. The OTR may conceivably need computer support and CCTV type transmission of documentary information.

5. They have no concept of the changes which may be forthcoming in the structure of OTR. With a new director on board, indications of change are already evident. Also, with the anticipated Clandestine Service shift to more external clandestine operations and a declining use of the CT system, which still involves group training in OTR Buildings, a change is certainly in the offing. More OTR offices will have to instruct in safehouse arrangements working with singletons or very small groups, instead of groups of 20 to 40. This could reduce some of the overall requirements in any new OTR facilities.

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6. [redacted] were informed of the structure which I am setting up for conducting the overall building planning program. The differences between the responsibilities of the Building Planning Coordinators and the Building Planning Assistants were also outlined.

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[redacted signature block]

Chief  
Building Planning Staff, OL

Distribution:

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Orig. OL/BPS/SUBJECT/PL/OTR/Chrono  
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OL/BPS [redacted] jep/3553

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(10 October 1969)