


**EXECUTIVE SECRETARIAT
ROUTING SLIP**

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA				
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/Pers				
14	D/OLL				
15	D/PAO				
16	SA/IA				
17	AO/DCI				
18	C/IPD/OIS				
19	A/NI				
20	<i>W/PA</i>				
21	<i>ER</i>				
22					

SUSPENSE _____ Date _____

Remarks

 Executive Secretary

 Date

Executive Registry
84 - 9937

20 November 1984

MEMORANDUM FOR: Executive Director
Deputy Director for Administration
Deputy Director for Intelligence
Director, Office of Personnel

FROM: EA/DDCI

SUBJECT: DDI Recruitment

As a result of your meeting yesterday, the DDCI would like the following steps taken immediately to shore up DDI recruitment efforts:

--For the next six months, DDI applicants should be the top priority for all processing components;

--Personnel should add recruiters, for DDI annuitants as possible candidates;

STAT

--DDI will be responsible for calling all those who receive Personal History Statements and keeping in touch with them as they go through processing. Personnel recruiters should ensure the names and telephone numbers of potential and actual applicants are provided to the DDI Management Staff;

--The DDI applicants now in process and any other applicants the DDI decides it wants to hire should be provided letters of commitment indicating they have been hired, pending successful completion of security background investigations;

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--To speed up processing, polygraphers should be dispatched to any areas where clusters of potential applicants could be given "up front" polygraphs and then put into process.

STAT

cc ADDI
DD/Personnel

DCI
EXEC
REG

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