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TOP SECRET ONLY

16 November 1954

MEMO FOR THE RECORD OF THE CLARK COMMITTEE

1. From the mass of statistics being heaped on Colonel Miller, he has obviously made a great effort to determine if and where CIA is duplicating the work of others and if certain phases of a particular office's efforts in many instances are all necessary. It does not appear so far that he has been able to come to any logical conclusion in this respect and as his exposure to the Agency breaks down more and more to the division and branch level he leans more and more to purely mechanical aspects of the work in his questioning in order to at least present an appearance of knowledgeability.

2. During his first day with OCD his interests surrounded three of his favorite topics, namely, personnel, logistics, and finances, in that order. In Liaison Division, he devoted a great deal of time alone to the purely mechanical problems of mailroom distribution and techniques, with his interest centering on number of papers distributed, copies thereof, who filed what and where.

3. One of Colonel Miller's great interests centers on the "time-lag". As in the past, he consistently asked how long it took to get information received into the consumers hands and what could be done to speed up this operation.

4. Miller has a horror of duplication. He wants to be assured continuously that individual offices are not duplicating central filing systems through indexes of their own design.

5. Throughout the day Colonel Miller devoted considerable time to personnel welfare, posing specific questions to individuals such as, "How do you like your job?", "Do they keep you busy?", "How long have you been working here?". To the administrative people he was especially concerned over how they obtained replacements and what they did to keep their people happy so that they did not defect.

6. Colonel Miller was intrigued with the mechanical details and operation of the Machine Division of OCD and asked numerous questions pertinent to cost of producing individual documents, storage limitations, and overall economy of operation.

7. As in the past he requested organizational charts with a description of each box thereon, personnel figures, a financial statement as well as any complaints from the individual divisions, or recommendations for improvement.

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