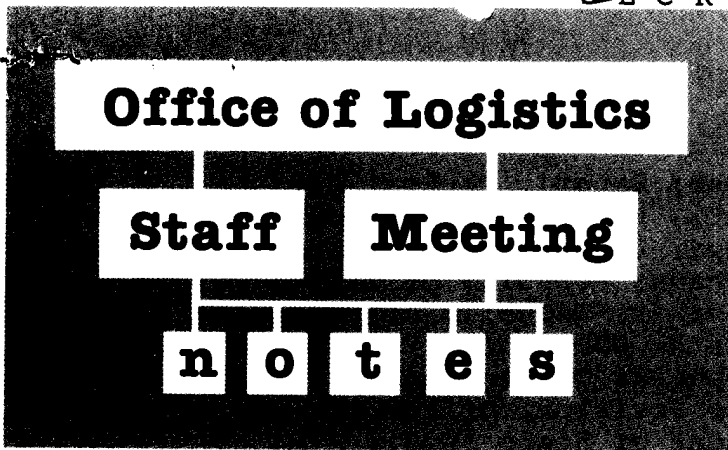


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Listed below are the topics that were discussed at the D/L staff meeting on 8 July 1987. While they do not represent the totality of our discussions, they do represent the highlights. Your division or staff chief can provide you with additional details on those topics in which you are interested.

13 July 1987

1. The Office of Logistics welcomes the following new employees:

25X1



- Procurement Division

25X1

- [Redacted]

2. [Redacted], Deputy Chief, Printing and Photography Division, was presented a Quality Step Increase on 8 July 1987, for his sustained superior performance during the period February 1986 through April 1987. During this time, [Redacted] performance exceeded all expectations. Beyond his normal responsibilities, which he carried out in an outstanding fashion, he has been called upon to perform a wide variety of tasks for the Agency and the Office of Logistics (OL). His execution of all of these ad hoc duties has been superior. [Redacted] in summary, has been an outstanding representative of OL. [Redacted]

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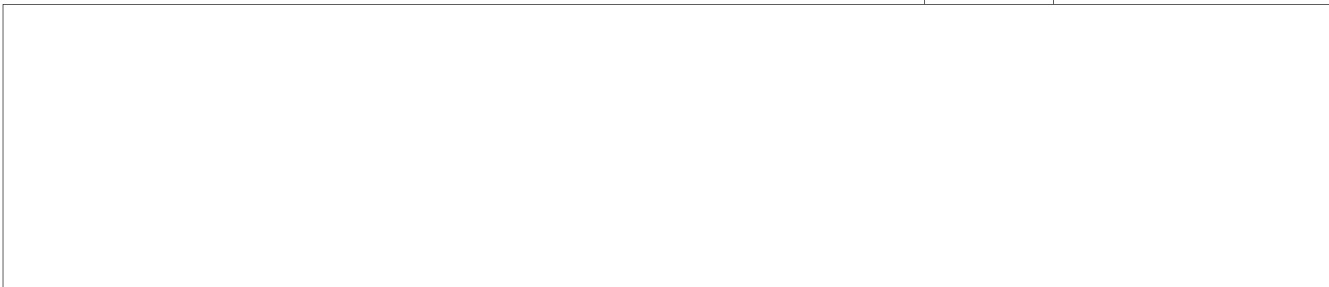
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3. [Redacted] Contracting Officer/CMS/OTS, was presented a Special Achievement Award on 9 July 1987, for her performance during FY 86. During this time, Lora was tasked to oversee and negotiate an extremely important contract for the Office of Technical Service (OTS). Lora discharged these assigned duties and responsibilities in an outstanding manner. In the performance of her duties, Lora has displayed a level of business acumen far in excess of what is normally expected or found in an individual of her grade and experience. Lora's negotiations consistently reflect the Government's interest both from a technical and cost standpoint. Her negotiating skill has resulted in a significant cost savings which has enabled OTS to undertake additional programs. [Redacted]

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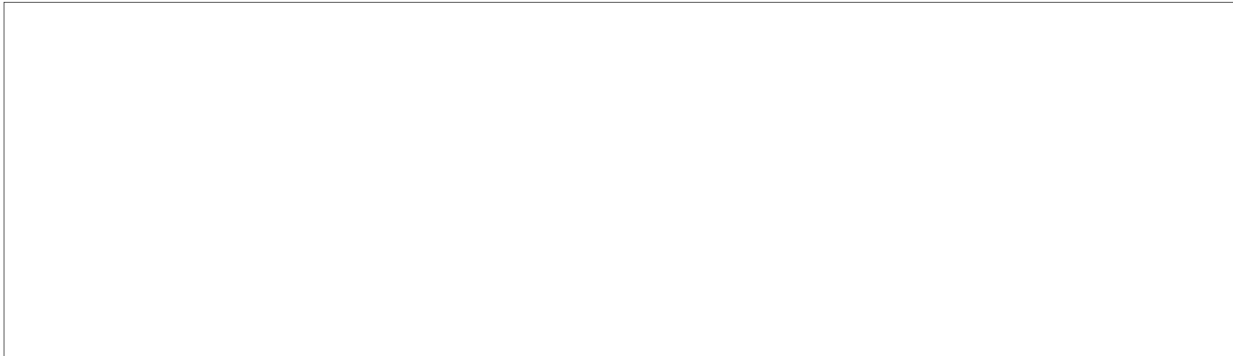
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OL Staff Notes - 8 July 1987

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5. On 30 June, OL took beneficial occupancy of the second-floor computer room in the New Headquarters Building. The Beneficial Occupancy Date is that date on which the Government may legally move into an area and conduct its own activities. Site Security is in the process of securing the area for use by the Office of Information Technology.

25X1

6. OL continues supervision of activity on the realignment of Routes 123 and 193. The berm adjacent to the Evermay Community has been graded and footings are being placed for the precast concrete barrier. On 6 July, work began to install a new power pole which is needed because of the realignment of the interchange between Rts. 123 and 193. This pole supports one of the two 230KV power lines serving the compound.

25X1

7. On 8 July, New Building Project Office personnel conducted a tour of selected areas of the New Headquarters Building (NHB) for the Chairman of the Agency Fine Arts Committee and Mr. Richard Andrews of the National Endowment for the Arts. Mr. Andrews is Chairman of the panel which will solicit proposals from artists for works of art to be placed in the NHB. During the past week, the Director of Medical Services and members of his staff were also briefed concerning OMS facilities and space in the NHB. This completes briefings of all components who will occupy the NHB.

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8. The Printing and Photography Division has completed printing of the proposed Agency Compensation Package, developed by the Human Resource Modernization and Compensation Task Force, which will be disseminated to all employees.

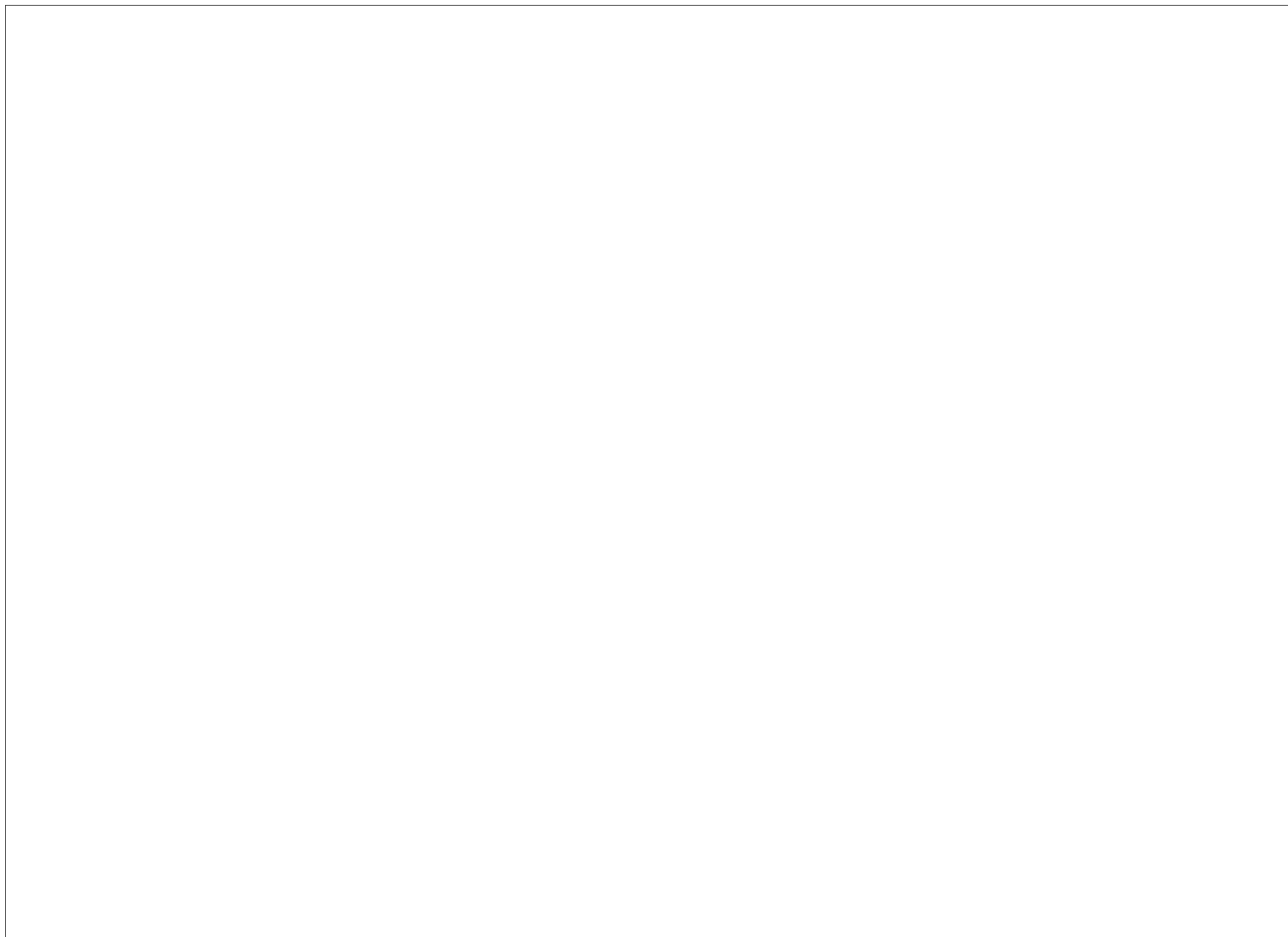
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9. The Wintley Phipps Concert on 2 July was a success, due in large measure to the hard work of many Facilities Management Division (FMD) personnel. Under FMD's supervision, Ogden-Allied employees built the stage, ran power to the PA system, and contracted with a sound firm to operate the sound system. FMD also arranged for a tent, fan, chairs, and a myriad of other details, including transporting 151 passengers from external buildings to Headquarters.

25X1

OL Staff Notes - 8 July 1987

25X1



12. An exhibit of 44 U.S. flags, accompanied by descriptive text, were arranged by OL for display in the Exhibit Hall during the months of July and August. All flags for the show, "A New Constellation: The Origin and Development of the Flag of the United States," are the property of Robert [redacted] an Agency employee. [redacted]

25X1

Attachments

- A. One Individual Can Make a Difference
- B. July Visitations

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ATTACHMENT A

***** ONE INDIVIDUAL CAN MAKE A DIFFERENCE *****

The Director of Logistics commends the following individuals who, by their outstanding performance of duty, have received acknowledgment from OL customers:

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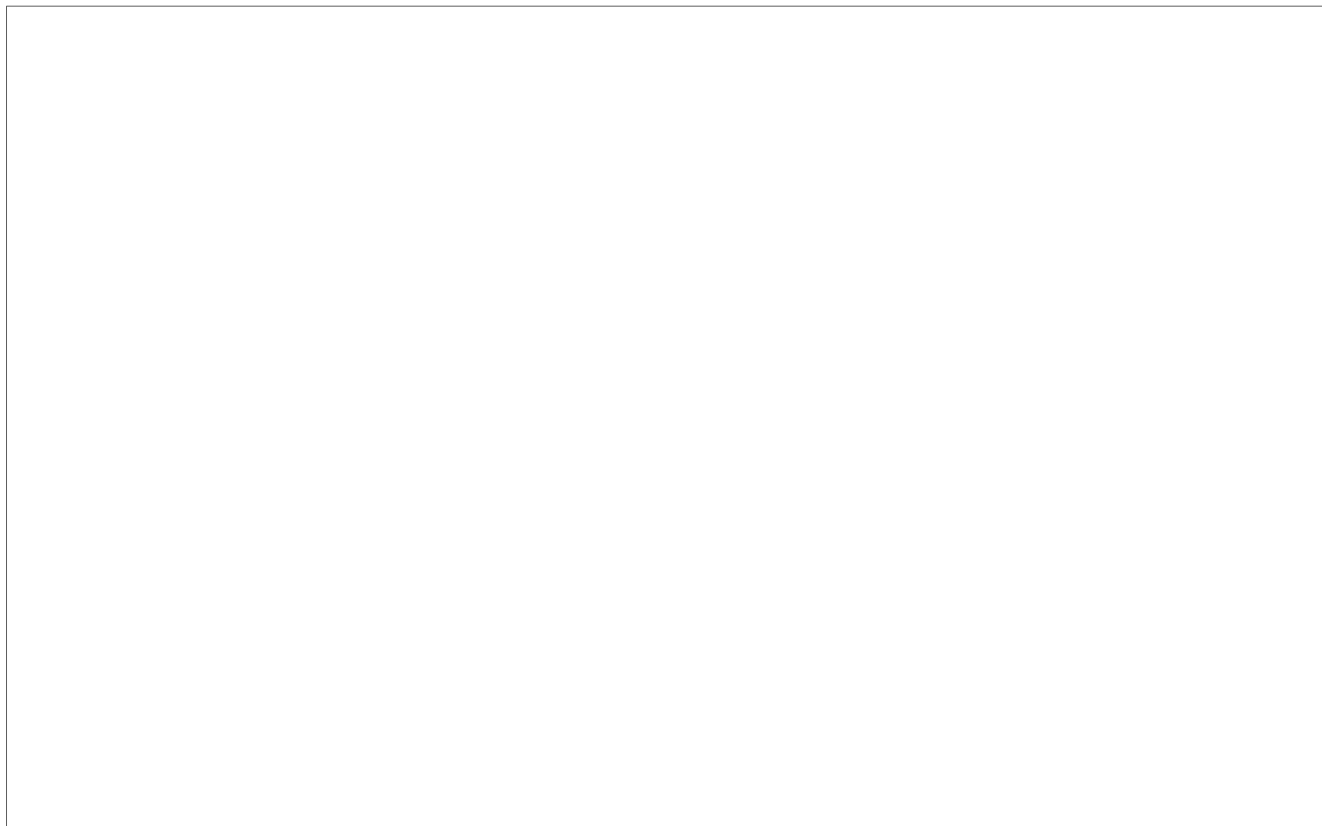


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25A1

The Printing and Photography Division was recognized in a letter of appreciation, dated 24 June 1987, from [redacted] [redacted] Director of Scientific and Weapons Research, for their efforts in supporting the production of the OSWR Employee Handbook. [redacted]

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OL VISITATION SCHEDULE

July 1987

	<u>OFFICER</u>	<u>COMPONENT</u>	<u>DATE</u>
	C/FMD	C/SA/DDA/FBO and Logs Officer	7-01-87
	C/P&PD	C/CPAS/AS and Logs Officer	7-10-87
	C/PD	C/OD&E/CS	7-13-87
STAT	AC/IMSS	C/CCS <input type="text"/>	7-13-87
	C/PMS	C/IMS/PS and Logs Officer	7-13-87
STAT	AC/IMSS	C/NE <input type="text"/> and Logs Officer	7-14-87
	C/SD	C/NPIC/SS and Logs Officer	7-14-87
	C/PD	DI/CT	7-14-87
	EO/OL	DCI Admin and Logs Officer	7-16-87
	D/L	D/OIR and Logs Officer	7-17-87
	C/SD	C/NESA/AS	7-17-87
	EO/OL	D/OGI and Logs Officer	7-20-87
STAT	D/L	<input type="text"/> and Logs Officer	7-20-87
STAT	C/RECD	C/EA <input type="text"/> and Logs Officer	7-24-87
	DD/L	C/PCS and Logs Officer	7-28-87
	C/PMS	C/OSO/CS	7-30-87
	DD/L	C/SAS and Logs Officer	7-30-87
	C/RECD	C/LDA/AS and Logs Officer	7-31-87
STAT	C/P&PD	C/PPS <input type="text"/>	TBD
	C/FMD	C/ALA/SS and Logs Officer	TBD