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OFFICE OF TRAINING

OPERATIONS SCHOOL
Headquarters Training

INFORMATION REPORTING, REPORTS, AND REQUIREMENTS (IRRR)

Course No. 51

2 November - 20 November 1964

STUDENT OBJECTIVES

1. To study theory and practice in the collection, communication, appraisal and the evaluation of intelligence information.
2. To become familiar with the production machinery, the procedures, and the application of requirements.
3. To acquire proficiency in the collection and the communication of information through laboratory practice.

603 Broyhill Building
(Fairfax Drive & Glebe Road)



Chief Instructor
Training Assistant

(b)(3)

Ext. 2141

Group I

Excluded from automatic
downgrading and
declassification

DOC	<u>1</u>	REV DATE	<u>3-2-82</u>	BY	<u>OG/99</u>
ORIG COMP	<u>-</u>	OPI	<u>11</u>	TYPE	<u>01</u>
ORIG CLASS	<u>5</u>	PAGES	<u>5</u>	REV CLASS	<u>C</u>
JUST	<u>22</u>	NEXT REV	<u>2012</u>	AUTH:	HR 70-2

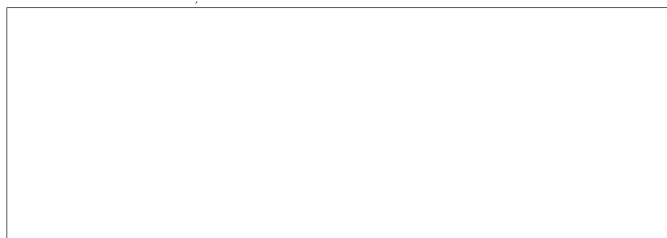
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Guest Sneakers



(b)(3)

Monday, 2 November 1964

- 0900 - 0910 Organization of Class
- 0910 - 0945 The IRRR Course and Its Aims
- 1000 - 1120 Clandestine Services Reporting
- 1130 - 1220 Collecting and Communicating Information
- 1320 - 1410 Observation, Direct and Indirect
- 1420 - 1510 Effective Organization and Editorial Appraisal
- 1520 - 1650 Operations Reporting and Its Use in Appraisal



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Tuesday, 3 November 1964

- 0900 - 1100 Expressive Language
- 1110 - 1200 Film: Language in Action
- 1300 - 1450 Film: Language in Action
- 1500 - 1615 Film: Eye of the Beholder



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Wednesday, 4 November 1964

0900 - 1130	The Clandestine Services Information Report	<input type="checkbox"/>	(b)(3)
1230 - 1600	The Clandestine Services Information Report		
1610 - 1650	Reading: Reports Manual		

Thursday, 5 November 1964

0900 - 0950	The Cabled Intelligence Report	<input type="checkbox"/>	(b)(3)
1000 - 1200	The TDCS: Its Handling		
1300 - 1400	Reading: Reports Manual		
1410 - 1650	Laboratory: Putting to Use the Basic Information Report Form		

Friday, 6 November 1964

0900 - 0950	Reading: Reports Manual	<input type="checkbox"/>	(b)(3)
1000 - 1145	Reproduction, Dissemination and Exchange		
1300 - 1350	Special Reports		
1400 - 1650	Laboratory: Writing Intelligence Cables, Situation Appraisals and Situation Reports		

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Monday, 9 November 1964

- 0900 - 1200 Laboratory Practice: Preparation of CS Reports and Intelligence Cables
- 1300 - 1650 Laboratory Practice: Preparation of CS Reports and Intelligence Cables

Tuesday, 10 November 1964

- 0900 - 1200 Laboratory Practice: Preparation of CS Reports and Intelligence Cables
- 1300 - 1650 Laboratory Practice: Preparation of CS Reports and Intelligence Cables

Thursday - Friday, 12 - 13 November 1964

- 0900 - 1650 Reporting Exercise: Collection of Information
- Laboratory Practice: Preparation of Information Reports

Monday, 16 November 1964

- 0900 - 1650 Laboratory Practice

Tuesday, 17 November 1964

- 0900 - 0950 The Need for Guidance
- 1000 - 1050 Qualifications and Development of Sources
- 1100 - 1200 Requirements Discussion
- 1300 - 1350 Reading: Basic Requirements Papers
- 1400 - 1650 Reading: Requirements File



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Wednesday, 18 November 1964

- 0900 - 0950 Reading: Basic Requirements Papers
- 1000 - 1130 Functions of a Division Reports and Requirements Officer (b)(3)
- 1230 - 1350 Reading: "The Operations Officer as a Reporter"
- 1400 - 1450 Intelligence Guidance (b)(3)
- 1500 - 1650 Requirements and Evaluation Roundup

Thursday, 19 November 1964

- 0900 - 1040 Discussion of Exercise and Reports. Completion of Reading and Review of notes.
- 1050 - 1600 Writing of Report on Course
- 1610 - 1650 Briefing on Guidance Problem (b)(3)

Friday, 20 November 1964

- 0900 - 1100 Collection of Information (Headquarters)
- 1230 - 1630 Laboratory; Writing Guidance Report
- 1640 - 1650 Checkout of OTR Material (b)(3)

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