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MAY 1 1957

MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Minutes of the First Meeting of the DCI
Committee on the Celebration of the Tenth
Anniversary of the Founding of CIA

Attached hereto for your consideration are the minutes of
the first meeting of the committee on the celebration of the tenth
anniversary of the founding of the Central Intelligence Agency

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LYMAN B. KIRKPATRICK
Inspector General

~~cc: DDCI~~

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24 April 1957

Minutes of the First Meeting of the DCI Committee
on the Celebration of the Tenth Anniversary of the
Founding of the Central Intelligence Agency

1. The DCI has established a committee to consider whether there should be an appropriate celebration to commemorate the tenth anniversary of the establishment of the Central Intelligence Agency, and if so, to consider what plans should be adopted for this occasion. Mr. Lyman B. Kirkpatrick has been designated as chairman of this committee and each of the three Deputy Directors has been asked to designate a representative. The DD/P has designated [redacted] the DD/I has designated [redacted] and the DD/S has designated Colonel Sheffield Edwards. Mr. Walter Pforzheimer has been designated as recorder of the committee.

2. It was the consensus of the committee that there should be an appropriate celebration to commemorate the tenth anniversary of the Agency's founding. The question of the appropriate date was then considered. The National Security Act of 1947, which contains the Agency's basic legislation concerning its establishment, states that the effective date of the Act shall be on the day after the day on which the first Secretary of Defense takes office. Secretary Forrestal took office on 17 September 1947 and, therefore, the effective date of the Act became 18 September 1947.

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The Act further provided that the personnel of CIG were to be transferred to CIA effective when the DCI first appointed under the Act had taken office. Actually Admiral Hillenkoetter was sworn in on 26 September 1947. This presents an overlap of eight days, but the General Counsel has ruled that 18 September should be considered the effective date of the Act insofar as all personnel actions are concerned, and it was therefore agreed to adopt that date for the proposed celebration of the tenth anniversary of the Agency's founding.

3. The committee considered what might be the most appropriate locale for any ceremony. It was their opinion that if it could possibly be arranged, any celebration should be held at the site of the new building at Langley, Virginia, with a preference expressed that on this date, the cornerstone for the new building be laid. If the ceremony is not to be held at Langley a suitable auditorium in Washington capable of seating approximately one thousand people must be selected. The question of what to do if the ceremony were to be held at Langley and if it were to rain was also considered, but it was agreed that it would proceed at Langley even in inclement weather if at all possible.

4. The nature of the ceremony was then considered by the committee. It was agreed that CIA should have its own independent celebration no matter what other celebrations might be envisaged to commemorate the tenth anniversary of the passage of the National Security Act of 1947 to which CIA might also be invited. It was noted that the Department of Defense, Department of the Air Force, the Joint Chiefs of Staff, and the National Security Council were all created in this basic Act and would all reach

SECRET

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their tenth anniversary on this date. It was the consensus of the meeting that the President of the United States should be invited to participate and to lay the cornerstone of the new CIA building.

5. It was also agreed that the committee would recommend that no further honorary awards or medals would be presented to CIA personnel from approximately the present date until the 18th of September, and that such awards would be fittingly presented on that date as a part of the ceremonies. It was also agreed that an appropriate award would be given to each charter member of the Agency who had completed ten years of service. It was left to further meetings to determine whether such presentations should be made en masse, individually, or by the Deputy Directors for their own personnel, in view of the fact that these longevity awards would number several hundred.

6. The committee considered on a preliminary basis those persons who were to be invited to this ceremony as honor guests. It was their belief that, in addition to the President, the Vice-President should also be invited. Invitations should be issued to the following White House personnel: Governor Adams, General Persons, and General Goodpaster; to the following members of the staff of the National Security Council: General Cutler, Mr. Lay, Mr. Gleason, Mr. Coyne. Invitations should be extended to the President's Board of Consultants on Foreign Intelligence and to the members of the subcommittees on Armed Services and Appropriations which deal with CIA matters. In addition the majority and minority leaders of both Houses should be invited, as well as the Speaker of the House. The list of honored guests should include the former Directors of CIA: Admiral Roscoe H. Hillenkoetter and General Walter Bedell Smith; the former Deputy Directors

SECRET

of CIA: General Edwin K. Wright (Ret.) and Mr. William H. Jackson as well as Mr. Loftus E. Becker, Mr. Murray McConnell, and Mr. Walter Reid Wolf. Senior CIA officials would also be present, as well as all employees of the Agency who are available in this country and who have completed ten years of CIA service since 18 September 1947. It was agreed that invitations should also be issued to the members of the IAC, as well as those senior officials of the government with whom the DCI is in continuous contact, such as members of the Cabinet and the heads of other independent agencies. It was also felt that it would be fitting if a band were to be present.

7. The committee considered at some length what longevity awards should be made to those employees who had completed ten years of service with the Agency commencing on 18 September 1947. It was recalled that some years ago an attempt was made to establish a longevity award program with appropriate recognition of those who had had ten years of service embracing OSS, CIG and CIA, and with further recognition at the conclusion of fifteen, twenty, twenty-five years and so forth. This program turned out to be abortive. It was now agreed that, if such a program should be reinstated, it should be followed through with care for all future purposes.

8. The committee agreed that some award should be made to those who had completed ten years of service with CIA. It was the consensus of opinion that this should at least take the form of an attractive diploma. Some plastic paperweights which could contain the CIA seal were also exhibited and are still being considered by the committee. However, their present thinking would serve to make the paperweight an addition to the diploma rather than in place of the diploma. It was also noted that it might be

SECRET

preferable to have only the diploma awarded at the ten year period, in view of the fact that a more distinguished service award would be made at the end of fifteen years of service and every five years thereafter. The committee also felt that ceremonies to present the ten year awards should take place at least once a year hereafter, to honor those employees who in the course of the past year had reached the ten year mark. The committee considered the possibility of a lapel button but was rather opposed to it, in view of the fact that the employees would want to wear the button in many places where for reasons of security it should not be worn. From the standpoint of security it was felt that the diploma or the paperweight could remain in the employee's office where it could be left lying about or be locked up at night, in all but the more sensitive positions.

25X1 9. Mr. Pforzheimer was instructed to take up with Mr. Sheldon the possibility of utilizing the services of the Graphics Branch to help design a fitting diploma. Mr. Pforzheimer discussed this matter with Mr. Sheldon, who assigned of the Graphics Branch to work with the committee in preparing a suitable diploma design.

10. The committee felt that a program involving the President would leak to the press, and in any event a certain amount of press coverage would be desirable. The committee felt that Colonel Grogan be consulted on all aspects of the publicity which may arise in connection with this ceremony.

11. The committee then considered several additional steps which the Director might appropriately take on 18 September. The first of these was the possibility that the DCI may wish to give some sort of reception following any ceremonies which take place. Mr. Kirkpatrick will undertake

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to ascertain the Director's views on this matter as well as the size of any possible reception and the guest list. In addition it was felt that the DCI should send a general message to all employees both in Washington, [redacted] and abroad as a book message. An additional book message should be dispatched to [redacted] overseas stations specifically mentioning the names of those ten year employees at each station who should receive special recognition as well as receiving the diploma when they return to Headquarters.

12. The committee considered favorably the possibilities of publishing on 18 September a magazine, classified no higher than confidential, giving a general resumé of the Agency's establishment, background and perhaps amusing and interesting tales concerning CIA's first decade. The details for such a magazine were left for future discussion.

13. It was agreed that the members of the committee, at the next staff meeting of their Deputy Directors would advise those staffs that consideration was being given to possible celebration of the tenth anniversary and soliciting any suggestions for such a celebration which the members of the staff might have. It was emphasized, however, that none of the committee's plans, as set forth in this memorandum, should be discussed at any meeting of Deputy Directors' staffs, or otherwise, until the plans were more advanced and had received some approval. Therefore, it was again underlined that they should seek ideas and suggestions only.

14. The next meeting of the committee will take place on Friday, 17 May at 1530 hours in Mr. Kirkpatrick's office.

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