

CONFIDENTIAL

5-6422

JUN 2 1954

MEMORANDUM FOR: **The Director of Central Intelligence**

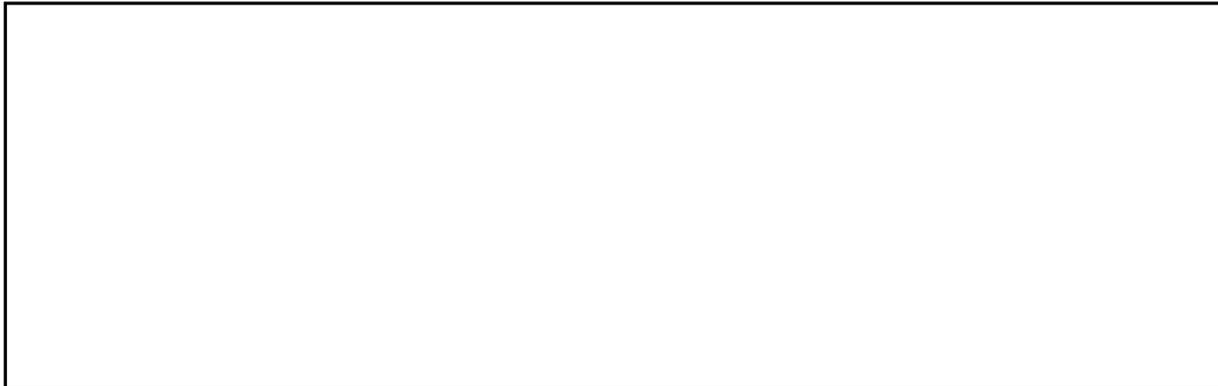
SUBJECT: **Advertising in Clerical Recruitment**

1. You will recall, I am sure, the unfavorable publicity attendant upon the Agency's recruitment efforts that resulted in your decision last October to instruct the Deputy Director for Administration to see that all advertising of a classified nature be terminated until further notice. These instructions were carried out under date of 27 October, 1953, and have remained in force to date.
2. My Chief of Personnel Procurement has kept me advised of the impact of this curtailment on his efforts to keep abreast of the normal demand for clerical personnel occasioned through attrition. I am now told that an accurate statistical study of clerical recruitment with and without benefit of advertising has established the fact beyond any reasonable doubt that our inability to advertise has resulted in a forty-four per cent decrease in the productivity of the clerical recruitment staff. In view of the present existence of  clerical vacancies throughout the Agency, which are being augmented through normal attrition by approximately  additional vacancies per month, I feel it is necessary to take positive steps to avert a very critical shortage of clerical employees in the near future.

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*Official  
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*Personnel*

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4. I believe the foregoing circumstances warrant giving serious consideration to the possibility of withdrawing the ban on clerical recruitment advertising. Should your consideration of this matter result in permission to advertise for clerical applicants, a decision which I respectfully urge, the conduct of this program would be carefully monitored within the Office of Personnel in order to avoid any possibility of embarrassment to the Agency.

SIGNED

**Harrison G. Reynolds**  
Assistant Director for Personnel

APPROVED:

*"Conceded"*  
*6PB*  
*DDCI*

SIGNED

**Allen W. Dulles**  
Director

JUN 5 1954

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Originator



Acting Chief, Personnel Procurement Division

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OP/PPD/[redacted]vp (1 June 1954)

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