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Executive Registry
2-1020

SEP 5 1951

Admiral Donald B. Duncan, USN
Vice Chief of Naval Operations
Department of the Navy
Washington 25, D. C.

Dear Admiral Duncan:

Please refer to Admiral McCormick's letter of 17 July (Op-11/amc Serial 026 PII) concerning a basic training agreement for the training of a limited number of CIA personnel.

The Navy's designated representatives and mine have discussed the proposed training and have worked up the plan, enclosed herewith, in which I concur. A similar plan, worked up through the Marine representative designated in Admiral McCormick's letter, is being submitted direct to the Commandant of the Marine Corps.

In accordance with the basic plan enclosed, if you concur, I suggest that the training program begin with the Navy's OCS class convening this November.

Sincerely,

SIGNED

Walter B. Smith
Director

Enclosure

W/TR:FCA:br

4 September 1951

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BASIC TRAINING AGREEMENT

BETWEEN CENTRAL INTELLIGENCE AGENCY AND DEPARTMENT OF THE NAVY

1. PURPOSE

To instill in selected CIA career employees basic service disciplines, and to give them active duty military training appropriate to their experience and prospective intelligence careers.

2. PLAN

(1) Trainees

The trainees will be male college graduates recruited by CIA from sources other than:

- (a) The Service Academies
- (b) The active military establishment
- (c) ROTC graduates

In effect, then, prospective trainees will be non-ROTC college graduates who would normally be draft eligible and who are interested in a CIA intelligence career. They will be employed by CIA prior to the Service training contemplated by this plan.

(2) Numbers

The Navy will accept for this training not more than fifty-five persons per calendar year. Their entry into the Navy will be staggered to permit the processing of readily manageable groups.

(3) Acceptance Standards

Persons accepted by the Navy under this training agreement must meet the standards regularly required by the Navy for acceptance in its Officer Candidate School.

(4) Duration of Plan

Indefinite, but may be revised at any time as desired by either Navy or CIA.

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(5) Method of Training

A. Persons accepted under this training agreement will be enlisted in the Navy and sent to Officer Candidate School.

B. Upon successful completion of OCS, the trainee will be commissioned Ensign, U. S. Naval Reserve and will serve in an active-duty status the minimum legally required period. His duty assignments during this period will vary with the individual and will follow that assignment and rotation desired by CIA insofar as it is practicable for Navy to do so. Types of duty contemplated by CIA include sea duty, and assignment to CIA as part of its regular active-duty Navy quota.

C. If trainee fails to complete OCS successfully, CIA normally will have no further interest in the man who must then discharge his Service obligation as required by the Navy.

D. Upon completion by the trainee of his legally obligated active duty service, he will be released from active duty and given the opportunity to resign his reserve commission, provided that CIA certifies that he has agreed to resume employment as a civilian in that Agency. If his employment with the Agency is terminated prior to expiration of the period for which he would normally have been required to continue in reserve status, CIA will notify the Navy which may then in its discretion tender the trainee a reserve commission for the unexpired portion of the obligated reserve duty period.

(6) Charge Against Quota

Persons accepted for training under this agreement will be charged, commencing with the day of enlistment, to the regular quota of active duty commissioned personnel assigned by Navy to CIA.

(7) CIA Implementing Officers

The Director of Training, CIA and his Assistant Director are authorized to act for CIA in this training program.

(8) Navy Implementing Officers

Approved _____
Date SEP 5 1951

Approved _____
Date

SIGNED

MEMORANDUM TO: The Director

9/5 - *lee*

Program under which nonmilitary, non-ROTC college graduates after employment by CIA will enlist in Navy, go through OCS and minimum active duty, and then be permitted to resign commission for reemployment by CIA. Maximum is 55 men per year, charged from date of enlistment against CIA quota of commissioned personnel assigned by Navy to CIA.

To SIGN:

LEB

LEB

① Basic Letter

② Two copies of

attached agreement

5 September 1951

TRANSMITTAL SHEET

4 September 1951

DATE

TO:

DCI

BUILDING

Administration

ROOM NO.

REMARKS: This proposed training agreement has been coordinated on working levels with appropriate Navy offices through the Navy representatives designated in Admiral McCormick's letter. Navy has asked that paragraph 8 of the Basic Training Agreement be left for Navy to fill in.

Please note that General Smith should sign the basic letter and two copies of the attached agreement.

Navy contact has requested and Marine Corps has concurred that we deal direct with the Commandant of the Marine Corps in the training agreement with Marine Corps.

STAT

FROM: MATTHEW BAIRD, Director of Training

BUILDING Central

ROOM NO. 221

EXTENSION