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Executive Assistant to DDT Document No. 121 10 November 1953
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Director of Training Class. CHANGED TO: TS S (C)
DDA Memo, 4 Apr 77
Auth: DDA REG. 77/1783
Weekly Summary Report Date: 27/01/78 By: 008

1. [REDACTED] of the Assessment and Evaluation Staff of the Office of Training attended the Invitational Conference sponsored by the [REDACTED] and interviewed potential consultants, 31 October to 3 November.

2. [REDACTED] Deputy Director of Training, departed 5 November for a [REDACTED] discussions with representatives of the [REDACTED]

5. Arrangements have been completed with the Office of Communications for a four-month loan of [REDACTED] to instruct from three to five persons in the Persian language. This class will begin on Thursday, 12 November, and will meet for two hours each day for a duration of four months.

6. Arrangements have been made with the Foreign Service Institute for a quota of ten spaces in a Seminar Series on the Near East which will run for one month beginning 9 November. The purpose of these seminars is to provide an opportunity for examination of some of the problems related to the Near East. Following each session, selected films on the Near East will be shown. Included among the speakers are [REDACTED] Company Washington Representative; [REDACTED]

[REDACTED] and senior officers of the Department of State.

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7. Two classes of instruction in the Japanese language began this week. The class taught by [REDACTED] OTR, and held during working hours, has an enrollment of three students. The class taught by [REDACTED] Division, after working hours has an enrollment of eight students. Persons enrolled in these two classes represent the Far East Division, Soviet Russia Division and Office of Communications.

8. Fifteen applications have already been received for participation in the Advanced Language Seminars. Interest seems to be the greatest in German and French, with a few applications for Japanese, Chinese and Russian.

9. A combined total of 200 students is presently enrolled in introductory and self-study courses in the Language Training Branch. Ninety-four of these people are in classes and 106 are in self-study programs.

10. During the past week, the language laboratory was used for a total of 577 hours, 240 hours of which were outside the normal working day.

11. Students presently in full-time OTR	
courses in CIA installations-----	355
Students presently in part-time OTR	
courses in CIA installations-----	958
Students presently in full-time	
external training-----	101
Students presently in part-time	
external training-----	172
TOTAL	1,586

/s/
MATTHEW BAIRD

MB:ep

cc: AD/P
DD/I
AD (Commo)

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