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MINUTES
Division Training Officers Meeting
23 July 1954

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Attendance:

[Redacted Attendance List]

1. It was announced that Congressman Judd has not as yet authorized distribution of his speech, given at the Agency Orientation Course.
2. The security briefing for the trip to Aberdeen will be Tuesday, 27 July at 0800 in 2129-I, immediately before departure.
3. The enrollment is almost complete for the CFA one-day capsule course. There is a good possibility that it will be repeated later. However, the next "capsule" to be offered will probably be the RO on 16 August.

4. [Redacted] announced that a syllabus will soon be available on the two-week Basic and Advanced CE courses. The first running of the Advanced will be 16 August with a capacity of 15. The prerequisite for the Basic CE course is the Basic Training Program; for the Advanced CE course, the Basic Training Program plus the Basic CE course or its equivalent, and a CE assignment.

[Redacted] announced that the closing date for the Agency Devices Orientation course, to be given [Redacted] 9-13 August, will be 30 July. A written announcement will be distributed 27 July.

[Redacted] stated that he is very anxious to learn what covert training is conducted by the Area Divisions, and asked that the recent reports be amended to include covert training. [Redacted] also asked that more details be included. He distributed a clarifying memorandum.

[Redacted] distributed the bi-weekly enrollment reports. [Redacted] called attention to the relation between the [Redacted] Course and the film shown 22 July, and urged all Divisions to register candidates early for the course beginning 30 August. It was announced that the first two weeks of the next [Redacted] course, 29 November, will be held in Washington and the third week [Redacted]. The War Plans Staff Officers Course (WPSOC) will probably be given in October. [Redacted] asked the Divisions to report at the next meeting as to whether they would prefer to have it given for three weeks full-time or six weeks half-time.

In response to a question by [Redacted] it was announced that it is not practicable to distribute the schedules of the Industrial College of the Armed Forces and the Strategic Intelligence School, which are on

JOB NO. [Redacted] BOX NO. [Redacted] FLD NO. [Redacted] DOC NO. 21 NO CHANGE
 IN CLASS/DECLASS/CLASS CHANGED TO: [Redacted] RET. JUST. 22
 NEXT REV DATE 29 REV DATE 6/10/74 REVIEWER [Redacted] TYPE DOC. 03
 NO. PGS 2 CREATION DATE - ORG COMB II ORG CLASS S
 REV CLASS C REV COORD. 2- ADIHP HR 7037

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file in DD/P-Admin.

9. The name of the CFO Course is now changed to "Course in World Communism," abbreviated CWC. It is being changed to cover only the theory, organization and practices of Communist Parties throughout the world. Operations will now be covered in a new three-week course, "Anti-Communist Operations," to be offered for the first time 16 August. Prerequisite for CWC is the third week of BIC. Prerequisites for ACO are the Basic Training Program and CWC or the equivalent, plus an assignment in operations against a Communist Party.
10. It was announced that a proposed regulation on the Agency Orientation Course will provide that it be given only three times a year; that employees at GS-5 and below will attend on the recommendation of their supervisors, and that returnees attend as soon as possible after their arrival from the field.
11. proposed that an English diction course be given by the External and Language Training Division. Training officers were asked to state at the next meeting their requirements for such a course. They were also asked to report at the next meeting on possible methods of adapting the Admin Support course to meet the needs of field returnees.
12. The draft memorandum on Training Evaluation Reports was discussed with and 26 July was agreed upon as the deadline for further comment. Substantial concurrence in the general principles was expressed.

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Chairman

Clandestine Services Training Committee

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