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11 December 1958

OS NOTICE NO. 58-10

FOR : Office of Security Deputies and Staff, Division and Branch Chiefs

SUBJECT: Delegations of Authority

1. I hereby delegate to the Deputy Director of Security for IOS the immediate supervision of the newly activated Security Records Division. The DD/IOS may, of course, use his immediate staff to assist him but will make no further delegation of command. Fitness reports on Chief, Security Records Division will be made out by DD/IOS and will be referred to the undersigned as reviewing officer.

2. I hereby delegate to the Deputy Director for PPS the immediate supervision of the Foreign Support Staff. I further delegate the technical guidance, and necessary headquarters' support to be provided to our career security officers overseas, as well as personnel and physical security support to overseas installations and bases. No further delegations of these authorities will be made. Fitness reports on Chief, FSS will be made by DD/PPS and will be referred to the undersigned as reviewing officer.

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Sheffield Edwards  
Director of Security

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Significant Items in period 1953-56

1 Reorganization of Feb 1955 —

This was the transferring of Training, Comm & Personnel from the DCI to the DDS in the Agency's organizational structure. This <sup>change</sup> did not affect the Office of Security.

2



from Security Career to Admin Career

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Security Admin to DDP Admin

from Security Career to Admin Career

from Sec Career to DD/P to Sec Admin

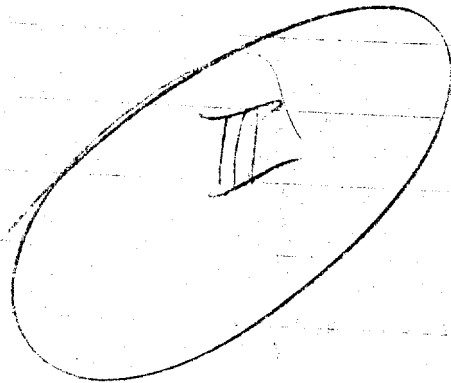
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Incoming Careerists:



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3.



4. The O/S disseminated info to our professional people in grades GS-7 to GS-12 explaining the reports & the JOT program which resulted in five people being selected for JOT.

On the question career development:

a.) Career planning and consultation has been effected for about 75 people with respect to training programs mapped out to prepare for specific assignments

b.) Career management has been effected by the CMO holding personal interviews with 215 persons in the O/S and preparing career plans for them, 2 which 122 have been processed thru the CSB to date

c.) We have <sup>started</sup> development of 85 persons from specialists to generalists by enrolling them in a 'package course' consisting

of elements of the OpSam Course, the field LOC, and part of Ops Support course including Trade crafts. In addition to the above, <sup>some of</sup> these people also rec'd the S. O. Field Course.

Five people have been trained as Play Operator Receivists

In the tech field we have assessed all GS-7 thru GS-12 professionals as to tech aptitudes + have developed 30 thru training.

We have trained & developed 120 persons in plays security qualifications by on the job training

1 Man has attended the Harvard Management Course and one to the American Mgmt Assoc Training Course

Forty persons have taken the Basic Supervision or Basic Mgmt course.

Thirteen people are presently engaged in language training on their own time. Ten have completed intensive language training. Three have recently rec'd awards for achievement in language development.

Three people have completed the Avamo Inspector's Acol given by the Army

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55 [redacted] people have been trained for participation in that project and have since been transferred into the O/S and assimilated in its various components

5. Security Indoctrination - All EOD's have read this lecture.

A series of Re-Indoc lectures for older employees was started in 1958. To date 3,000 have been processed to date.

We are planning a security movie in two parts as an aid to security indoctrination + expect to be in production within 2 or 3 mos.

We are participating in the OTR Exhibit held monthly in R + S Bldg and are in the process of improving our exhibit with an animated display to show the clearance process.

We are briefing staff chiefs of DD/P personnel who go overseas with the possible threats: audio penetration. In coordination with OTR, we are training <sup>some</sup> DD/P personnel as technicians in counter audio.