

TO: REGULATIONS CONTROL STAFF, Room 126

25X1

CONCURRENCE SHEET

PROPOSED ISSUANCE: Personnel Mobilization Planning
Date drafted 9 March 1955

CONCUR:

- (a) Substance
- (b) Classification
- (c) Distribution

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Signature

SA - DD/S

Title

APR 1 - 1955

Date

COMMENT

Section 3.c(3) is inconsistently worded. What was meant was that certain employees might have an M Day designation which would put them in other jobs than those they now hold. This is far from clear in the present wording where they are lumped in the same sentence with ex-employees & others not now in the agency. Personnel is willing to change this, according to PAS.

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PERSONNEL MOBILIZATION PLANNING

SYNOPSIS: The Agency's basic policy for a personnel planning program for mobilization in the event of a national emergency and the responsibilities for the implementation of such program are prescribed. This program includes an Agency Manpower Mobilization Reserve system to provide sources of manpower to meet personnel requirements for Agency mobilization and war plans.

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1. GENERAL

This regulation prescribes CIA policies and responsibilities for advance planning for the fulfillment of the Agency's manpower mobilization needs in time of war or national emergency.

2. POLICY

In order to develop adequate sources of qualified manpower for immediate use when needed, the Agency will engage in advance personnel mobilization planning.

3. MOBILIZATION PLANNING PROGRAM

The Agency's personnel mobilization planning program will include:

- a. The development and maintenance of accurate quantitative and qualitative personnel requirements for the support of Agency mobilization and war plans.
- b. Continuous review and evaluation of Agency personnel mobilization requirements to ensure that the Agency's procurement of personnel is consistent with national manpower resources and objectives.
- c. The development and establishment of an Agency Manpower Mobilization Reserve system which will provide readily accessible sources

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of qualified manpower needed by the Agency to support and implement approved mobilization and war plans. The Reserve system will include the following:

- (1) A Military Personnel Program consisting of members of the Armed Forces on active duty who are detailed or who may be detailed to the Agency in support of Agency mobilization and war plans.
- (2) A Military Reserve Components Program consisting of Agency employees who are members of the various Armed Forces Reserve Components.
- (3) A Civilian Reserve Program consisting of civilian employees of the Agency, selected former employees, and other civilian personnel possessing occupational skills required by the Agency upon mobilization.

4. RESPONSIBILITIES

a. THE DEPUTY DIRECTORS

The Deputy Directors are responsible for developing and maintaining quantitative and qualitative personnel mobilization requirements necessary to the execution of their missions and functional responsibilities in time of war or emergency and for transmitting these requirements to the Director of Personnel.

b. THE DIRECTOR OF PERSONNEL

In accordance with full consideration of national manpower resources and objectives, the Director of Personnel will:

- (1) Provide the Deputy Directors with technical guidance and assistance in developing personnel mobilization requirements, in order to ensure uniformity and continuity of purpose.
- (2) Evaluate and integrate the personnel mobilization requirements prepared by the Deputy Directors and transmit appropriate recommendations to the Director of Central Intelligence concerning the capability of the Agency to support such programs in terms of available manpower sources.
- (3) Plan the development and maintenance of a CIA Manpower Mobilization Reserve system.

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- (4) Disseminate to the Deputy Directors personnel planning guides containing information needed in an expeditious and effective transition to wartime or emergency requirements.
- (5) Develop and distribute appropriate issuances containing administrative procedures for carrying out the policies and responsibilities in this regulation.

DISTRIBUTION: AB

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