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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
 THRU : C/OS/TR
 FROM : CC/OS/TR

DATE: 4 January 1962

SUBJECT: Weekly Activities Report #52
 28 December 1961 - 3 January 1962

SIGNIFICANT ITEMS

Nothing to report.

CURRENT TRAINING ACTIVITIESa. General

1. During the week of 25 December, [REDACTED] 25X1A
 had two projects running involving two students.

2. During the week of 25 December [REDACTED] had no 25X1A2g
 projects running.

b. [REDACTED] Training Programs 25X1A2g

None

c. [REDACTED] Training Programs

25X1A2d1

1. Project: [REDACTED] 25X1A8a

Sponsoring Organization: [REDACTED]

Instructor in Charge: Mr. [REDACTED] 25X1A9a

Others Participating: None

Comments or Problems: None

25X1A2d1

2. Project: [REDACTED] 25X1A8a

Sponsoring Organization: [REDACTED] 25X1A9a

Instructor in Charge: Mr. [REDACTED]

Others Participating: None

Comments or Problems: None

PROJECTED ACTIVITIES

a. Approved projects scheduled to start [REDACTED] 25X1A

None

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EYES ALONE

b. Projects tentatively scheduled [redacted] but lacking necessary approvals: 25X1A

- 1. 1 on 22 January (3 weeks)
- 2. 2 on 29 January (1 for 4 weeks; 1 for 6 weeks)

c. Approved projects scheduled to start [redacted] 25X1A2g

- 1. 2 on 8 January (1 for 3 weeks; 1 (with 2 trainees) for 3 weeks)
- 2. 1 on 15 January (for an indefinite period) 25X1A2g

d. Projects tentatively scheduled [redacted] but lacking necessary approvals:

- 1. 1 on 15 January (for 3 weeks)
- 2. 2 on 5 February (1 for 1 weeks; 1 for 3 weeks)
- 3. 3 on 12 February (1 for 5 weeks; 1 for 3 weeks; 1 for 2 weeks)
- 4. 1 on 19 February (for 3 weeks)
- 5. 1 on 5 March (for 6 weeks)
- 6. 1 on 12 March (for 6 weeks)
- 7. 2 on 2 April (1 for 2 days; 1 for 4 weeks)
- 8. 1 on 9 April (for 8 weeks) 25X1A6a
- 9. 1 TDY to [redacted] (for 6 weeks - dates for late January or early February not yet set.) 25X1A6a
- 10. 1 TDY to [redacted] (8 to 12 weeks)

OTHER ACTIVITIES

25X1A2g a. The two-day meeting of [redacted] instructors [redacted] scheduled for 3-4 January 1962 was cancelled. The dates were not convenient for [redacted] instructors due to [redacted] work load. We shall try to reschedule the meeting late in January. 25X1A2g

25X1A9a b. A meeting has been scheduled for 10:30 a.m., 15 January, to be attended by [redacted] and most of the [redacted] instructors. The purpose is to brief the [redacted] officers on the functions of the offices of our guests and to give the instructors an opportunity to ask questions. C/OS will attend. 25X1A2g

25X1A2g c. Visual Aids prepared an excellent set of photostatic copies of [redacted] Case charts which are being sent to [redacted] for their use. 25X1A 25X1C5b

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d. The lull which fell before the Christmas holidays appears to be over. Case officers, [redacted] etc. are once again phoning and coming forward with training requests. 25X1A

25X1A9a

e. Next week seven Covert Training officers plus Tom [redacted] will spend the week at [redacted] taking the Instructional Techniques Course. The following week the new instructors will be phased into their duties. If all goes well I feel that within a few weeks we can go to [redacted] and inform him that the capabilities of Covert Training have increased. At the moment, a conservative estimate would indicate that we shall be able to handle at least three more projects at a given time. During the past twenty weeks the largest number running at one time in Washington was eleven projects. [redacted] heaviest load at one time was five projects. The average for [redacted] during the twenty-week period was 7.5 projects at any given period. For [redacted] the average was 3.0 projects. 25X1A6b 25X1A9a 25X1A

25X1A2g

25X1A

25X1A9a

25X1A8a

f. On 27 December, Mr. [redacted] met with Mr. [redacted] concerning the training program for [redacted] 25X1A9a 25X1A2d3

25X1A9a

25X1C8c

g. On Thursday, 28 December, Mr. [redacted] met with Mr. [redacted], [redacted] concerning the training for [redacted] 25X1A9a 25X1A8a 25X1A

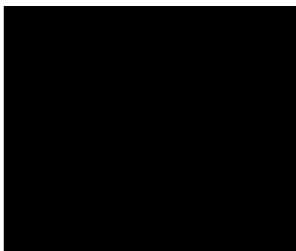
25X1A9a

h. On Thursday, 28 December, Mr. [redacted] met with trainee [redacted] from [redacted] concerning his proposed training program. 25X1A9a 25X1A8a

PERSONNEL

a. Office hours were staggered during the reporting period in order to give [redacted] staff members the opportunity to take annual leave during the Christmas holidays. Leave was taken as follows: 25X1A2g

25X1A9a

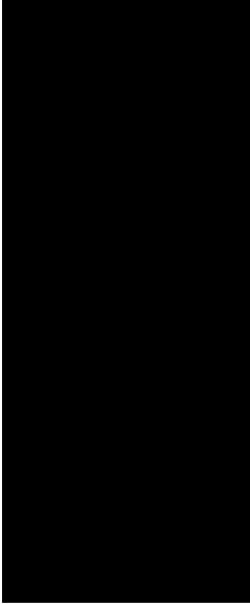


- 27 December
- 26-29 December
- 26-28 December
- 26, 27, 29 December
- 27-29 December
- 26-29 December
- 27, 29 December

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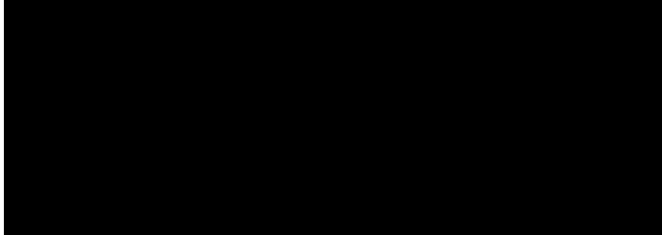
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25X1A9a



26-29 December
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