

ADMINISTRATIVE - INTERNAL USE ONLY

DTR-0935

12 NOV 1974

MEMORANDUM FOR: DDA Plans Staff

SUBJECT : OTR Management Conference, 21 November 1974

REFERENCE : DDA memo 74-2802, dtd 31 July 1974; same subj

1. This memorandum is in response to requirements stated in the referent. It is in preparation for the next Management Conference with Mr. Blake scheduled for 10:30 on Thursday, 21 November.

a. Status Report on FY 1975 Objectives
(See attachment)

b. Topics suggested for discussion

New course "Dependents Orientation"

The Office of Training proposes as a new objective to be accomplished by the end of FY 1975 the development and running of a new course for dependents of new employees entitled "Dependents Orientation." The course would use all OTR personnel and existing course materials.

c. Issues relative to the accomplishment of objectives

(1) Objective A57502, MBO training

(2) Objective B57501, Research and Study of the Intelligence Process

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d. Discussion of issues relating to accomplishment of objectives

(1) Objective A57502

We have submitted a revised objective and a new action plan aimed at systematic development of an Agency-wide MBO training program. DDA approval is requested.

On 31 October OTR forwarded a memo offering three MBO training options for the DDA. Upon selection of an option, or a combination of options, an additional objective and action plan confined to DDA MBO training will be prepared.

(2) Objective B57501

A vacancy notice for Director, Center for the Study of Intelligence was circulated as approved in the last Management Conference. We have received responses from two highly-qualified applicants. The positions within OTR which can be allocated to the Program have been identified. Personnel have not been assigned and no substantive progress has been made. We have submitted a new action plan which reflects a more realistic appraisal of our status.

e. Other items of special interest

(1) Work plans and schedule at the Domestic Training Station for the Military Operations Training Course (MOTC).

(2) OTR's EEO Affirmative Action Plan.

[Redacted Signature Box]

Alfonso Rodriguez
Director of Training

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Att

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OTR/PDS [Redacted] :dl 2/6-7 (12 Nov 74)

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