

8 February 1952

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR POLICY COORDINATION

SUBJECT : Resumption of Psychological Strategy Board Alternates Meetings

1. The PSB Alternates Meetings can serve a useful purpose in screening and coordinating departmental and agency positions prior to formal consideration by the Board. In addition, it would appear desirable for the Alternates to review and approve Terms of Reference for the various panels, rather than referring these items to the Board. Such consideration by the Alternates might obviate the increase in correspondence between the departments and agencies and the PSB Staff.

2. For example, four of seven agenda items scheduled for the last PSB meeting (31 January 1952) were transmitted by letters one week prior to the Board meeting with a request for written comment. Three of the four items were panel Terms of Reference being submitted for approval. The fourth item was a plan submitted for approval.

3. With respect to each of the foregoing items, every department had some particular amendment or position to present. None of the views of the respective departments were known to the other, nor was the opportunity presented at any time to exchange viewpoints prior to final formalization, which had to be accomplished at the Board meeting proper. It would appear desirable to reach agreement or resolution of these matters prior to consideration by the Board and, in addition, eliminate the necessity for correspondence between the respective departments and the PSB.

4. If the reinstitution of the Alternates Meetings can serve the purpose of adjusting viewpoints and eliminating correspondence, as well as approving Terms of Reference without the necessity of referral to the Board, a constructive and progressive step can be taken forward with respect to simplifying and expediting Board business.

5. It is recommended, therefore, as a matter of procedure, that the PSB Executive Secretariat reschedule the Alternates Meetings and have in the hands of the respective departments and agencies at least 48 hours prior thereto the documents scheduled for consideration.

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PY/CPP/FRZ:blr

Original Addressee

1 - CFI

2 - PY/CPP

SECRET

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Psychological Staff Division

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QY/4482

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

QY

NO.

DATE

TO	ROOM NO	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. PY/CPP	100	147/1/54		JHJ	
2.					
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