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18 June 1964

MEMORANDUM FOR: Chief, Personnel Operations Division

SUBJECT : Critique of Program "Reorientation of Supervisory Responsibilities" Held on 9 June 1964

1. In accordance with instruction received from your office, I attended subject program and have outlined to you my reactions to it in terms of its announced objectives. In addition, I have made certain suggestions which I feel would make the program more interesting and useful to future participants.

2. In general I was quite impressed with the following items:

- (a) The top-level executives who conducted the program;
- (b) The well-organized course and the division of the subject areas among the participants;
- (c) The optimum mix of high-quality speakers (Executive Director; Deputy Director for Support; Director of Personnel; Chief, Medical Staff);
- (d) Adherence of the speakers to program schedule.

3. The only criticism I would make concerning the program is that the theme of each speaker seemed to be geared toward an orientation of first-line supervisors or to new members of the Agency's supervisory corps, notwithstanding the fact that better than eighty-five per cent of the audience consisted of top management and middle management supervisory types and this was advertised as a reorientation.

4. My impressions of the individual presentations are as follows:

Director of Central Intelligence Agency, John A. McCone. His introduction to the participants was excellent. His short opening (20 minute) message was a statement of the course objectives which was designed to impress the supervisory corps that while top management was more than satisfied with their professional ability and dedication, they were not satisfied with the manner with which some supervisors carried out their responsibilities.

Deputy Director for Support, Col. L. K. White. Col White's presentation was excellent. He had interesting material logically

outlined and fully presented. The only criticism I would offer would be that the theme was geared primarily to first-line or new supervisory personnel.

Director of Personnel, Emmett D. Echols. The Director of Personnel's material was also well-prepared and logically presented. The two criticisms I would make are that he tried to cover too much ground in the time allotted. The second is the general criticism outlined in paragraph three which is applicable to each of the lecturers; that is, that the theme of their presentation was aimed primarily at first-line supervisors. I think an appropriate theme might be, "Philosophy and Objectives Underlining the Agency's Personnel Program." A lecture on this plane would be interesting and useful to some of our top management and middle management supervisory personnel and also for new members of the supervisory corps.

Chief, Medical Staff, Dr. John R. Tietjen. Dr. Tietjen's speech was interesting and entertaining; however, I feel that the group would have profited more if his presentation had covered some or all of the following points:

- (a) What are the legal requirements for physical examinations?
- (b) How much should the Medical Staff know about job requirements?
- (c) What employees or type of employees (excluding GS-13's and above) should be examined periodically?
- (d) Who has access to medical records other than the medics?
- (e) How do medically disqualified applicants or employees who have been separated for medical reasons affect our public image?
- (f) What are the security aspects involved, if any, in the Agency's medical programs?

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Qualifications Analysis Branch