

DATE: 8.28.73

TO: Messrs. ~~Proctor~~ and Walsh / *D. [unclear]*

FROM: [redacted]

SUBJECT: MAGID Update

REMARKS:

I called [redacted] today to get a fill-in on MAGID developments to date. [redacted] tells me that the group met for an entire afternoon last week and will meet again tomorrow to draw up a list of proposals for you to consider. Obviously, there has been a good deal of lively discussion which is all to the good. [redacted] says we should have the list of topics they would like to pursue by Friday or early next week.

[redacted] says that the group would very much like to meet with [redacted] and [redacted] before everything is nailed down regarding OPR. They would see this basically as an education process for themselves and would like just to raise questions and bounce ideas off [redacted]. They would like to do so in an evening get-together (in the Dining Room at their own expense) sometime in mid-September. Of course, the group would not want to do this if you think it would be premature. They, for one, believe that there would be something to be gained by having such a session before, rather than after everything is set in concrete. What is your reaction to this proposal?

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FYI, [ ] says that all those who have been to your Friday luncheons have found them to be very rewarding and all agree that this is an excellent way to establish a needed dialogue between you and the analysts.

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A few words of guidance--

**MAGID**

31 July 73

Purpose stated in DDI Notice:

File -

1. To assist me and other managers in the Directorate in improving the operation of the Directorate.

Title:

-Management--primarily focus in the way we operate and manage.

.Not on substantive judgments per se.

-Advisory--means you raise questions and provide advice.

.Advice is something that may or may not be followed.

.Group should not go into this with concept that if advice is not taken, it has failed in some way.

.I will try to explain why advice may not have been taken.

2. MAGID will not supplant authority of existing line and staff. (The people in charge of Offices, Divisions, and Staffs have the responsibility; MAGID does not.)

-If you want to look into something, I can pave way for group to get info you may need to do your task. Don't go asking for data without checking with

3. Don't get involved in individual personal grievance cases--unless it is symptomatic of management problem.

4. Topics: You were selected as a representative group of various parts and levels of people in the Directorate. It is your job to know what is bothering people, to generate or solicit useful suggestions, and to serve as an informal conduit for your fellow employees.

This will generate your agenda. Weekly lunch.

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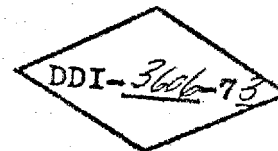
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*file: MAGID*

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21 June 1973

MEMORANDUM FOR: Director, Basic and Geographic Intelligence  
Director of Current Intelligence  
Director of Economic Research  
Director of Strategic Research  
Director, Imagery Analysis Service  
Director, Central Reference Service  
Director, Foreign Broadcast Information  
Service

SUBJECT : Management Advisory Group for the  
Intelligence Directorate (MAGID)

1. The Executive Secretary, CIA Management Committee, during the CIA Management Committee meeting on 1 June 1973, asked that each Directorate establish a management advisory group.
2. There will be established, effective 1 July 1973, a Management Advisory Group for the Intelligence Directorate (MAGID).
3. The basic purpose of MAGID is to assist me and other managers in the Directorate in improving the operation of the Intelligence Directorate by supplementing the established channels of communication. It will identify problems worthy of management attention and will suggest solutions for these and other problems already identified by management. Obviously, it will not supplant the authority of existing line and staff components nor will it have any production responsibilities.
4. MAGID will be composed of eight officers, one from each of the offices and services of the Directorate and one from the Directorate's staffs. Service on MAGID will be for one-year tours and in addition to assigned duties. Although I plan to meet

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regularly with MAGID, it will normally report to me through the Chief, Executive Staff, DDI, who will provide general guidance and assistance in its operation.

5. The immediate task is for you to nominate participants. I would like to receive your nominations no later than 29 June. Each office will provide candidates for the following age brackets: 25-30; 31-35; 36-40; 41-45. Each office will provide a total of four nominations. Your nominees should have at least one year's service and should be in the GS-09 to GS-15 category. Each should possess a pattern of fitness report evaluations of at least "Strong". You should nominate only officers who could serve at least a one-year tour and with the understanding that effective participation in MAGID may occasionally require substantial amounts of their on-duty time. Obviously, MAGID will provide its participants with a unique opportunity to gain insights into the problems, plans and dynamics of the Directorate. For this reason, I urge you to nominate people who have the potential for advancement and whose experience on MAGID will benefit the operation and management of the Directorate in the future.

6. To get MAGID off to a good start, I propose that during its first six months there will be two representatives who have served on the Agency Management Advisory Group. One of these persons will serve as chairman for the first six months. A rotational pattern will be established from the officers chosen from your nominations so that some initial appointments will be for less than a year and others will be somewhat longer.



EDWARD W. PROCTOR  
Deputy Director for Intelligence

cc: C/Special Research Staff  
C/Information Requirements Staff  
C/COMIREX Staff  
C/DDI Planning Staff  
C/DDI Administrative Staff

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11 July 1973

MANAGEMENT ADVISORY GROUP  
FOR THE  
INTELLIGENCE DIRECTORATE (MAGID)

1. A Management Advisory Group for the Intelligence Directorate (MAGID) has been established. Its purpose is to assist me and other managers in the Directorate in improving the operation of the Intelligence Directorate by supplementing the established channels of communication. MAGID will identify problems worthy of management attention and will suggest solutions for these and other matters already identified by management. Obviously, MAGID will not supplant the authority of existing line and staff components nor will it have any production responsibilities.

2. Service on MAGID will be for one-year tours except for the initial group, half of which will have appointments for nine months and the other half for fifteen months. The following have been appointed to MAGID for the term indicated:

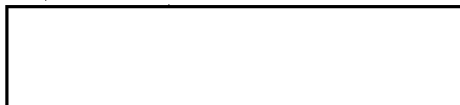
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In addition, I have asked [redacted] OCI, who has served on the Agency Management Advisory Group, to chair MAGID for the first six months. She will be assisted by [redacted] CRS, also an alumnus of the Agency's MAG.

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EDWARD W. PROCTOR  
Deputy Director for Intelligence

MEMORANDUM FOR: Messrs. <sup>2nd P</sup>Proctor and [ ]

As you can see, [ ] is getting things organized. Attached is her tentative agenda for the "get-acquainted" MAGID session (this Thursday). I will have lunch with [ ] on Friday to get her fill-in on that and her initial impressions of the group.

[ ]

*I want  
this when  
I meet with  
MAGID.*

[ ]

9.16.73  
(DATE)

[ ]

FORM NO. 101 REPLACES FORM 10-101  
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16 July 1973

Note to MAGID Representatives:

Before we meet for the first time next Thursday, you might spend some time thinking about the various items listed below. I think we should look on this session as a free-for-all in which we exchange views and attempt to get our bearings before our first meeting with Proctor and Walsh. This tentative agenda is not meant to be all-inclusive but does give you some idea of what we should be focussing on initially. I'll welcome all thoughts and suggestions for additional items and hope you'll feel free to raise whatever is on your mind.

Tentative Agenda

- A. Background on Agency MAG
  - how and why established
  - projects
  - working procedures
  - success?
- B. Philosophy of MAGID
  - management tool?
  - employee representatives?
  - what do we think MAGID should do?
  - are we only an alerting group or should we provide answers to problems we uncover?
- C. Possible projects
  - kinds
  - how generated - from below, from above or from within group?
  - substantive problems as well as managerial ones?
- D. Procedures
  - when meet - working hours, after, or both?
  - how often?
  - speakers?
- E. Relations with others
  - with DDI front office
  - with DDI office chiefs
  - with other directorate MAGs
  - with Agency MAG
  - with DDI personnel

REMEMBER: Meeting is on Thursday, 19 July at 1:30 in 6G-21

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