OSA 3859-63

16 July 1963

MEMORANDUM FOR: Chief, Operations Division, OSA

SUBJECT: OSA Status Charts

    1. A series of status charts are required within the
Control Center for the periodic briefing of Colonel Ledford
and his Staff. This posted data will also be available to
the Staff as reference information.

    2. It is requested that a project be initiated within
the Operations Division to provide the particular status
charts. A survey of required information should be completed
to insure all OSA Agencies are afforded an opportunity to dis-
play pertinent information of a "management control" nature.
When the requirements have been staffed and the display panels
produced, it is expected that Control Center personnel will
maintain the charts daily from data furnished by the pertinent
staff section. A data sheet format should be developed in
order that the required information can be expeditiously
forwarded from each staff section.

    3. The scope of this project should include, but not
be limited to, information regarding:

        a. Mission and support aircraft
        b. Pilot training
        c. Inventory of mission equipment
        d. Major construction status
        e. Major programs
        f. Funding and budget
        g. Satellite program and schedule
        h. Modifications and new equipment
        i. Personnel

    The charts should be grouped according to principal
responsibilities and functions; i.e., Materiel, Operations,
Communications, D/Technology, Contracts and Programs Staff.

4. Please initiate the necessary actions which will implement the above program in order that current status is available in a central location at all times.

25X1A

Lt. Colonel   USAF
Deputy for Field Activities, OSA

cc: AD/OSA
     PS/OSA
     D/TECH/OSA
     SD/OSA

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