

25 March 1965

MEMORANDUM FOR:

STATINTL

SUBJECT : Proposed Draft Handbook on the
CIA Civilian Reserve

1. We have delayed commenting on the proposed handbook on the CIA Civilian Reserve while we circulated copies of the draft to some of the DD/I offices who will be more directly concerned with following the handbook. Their comments have now been returned to us. The most thorough review has been done by ORR. We concur in their comments, which are attached.

2. A few minor additional comments are offered for the purpose of tightening up the draft.

a. We believe paragraph 2 could be improved by editing to achieve consistency in phrasing.

b. While there may be legal and/or political problems connected with it, we would add to paragraph 4c those who leave to work in other Government agencies. In time of national emergency these people may desire and be released for higher priority Agency work.

c. We cannot figure out how the prospective reservist will know that it is the Agency who is writing him if the Agency is not identified. (Para 5 and Exhibit B).

3. Other than these suggestions, we concur in the draft.

Assistant for Personnel,
O/DD/I

STATINTL