

ADMINISTRATIVE - INTERNAL USE ONLY

SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

No. 19-74

Date: 18 July 1974

To: All Training Officers of the Agency

INTELLIGENCE PRODUCTION COURSE (IPC)

The Functional Training Division of the Office of Training announces an offering of the Intelligence Production Course to begin on 3 September 1974 and run for approximately five weeks. This course is designed for (1) Career Trainees just prior to their permanent assignment to intelligence production offices in the Agency, and (2) analysts with from one to three years' experience who would benefit from an in-depth survey of the intelligence process (collection, analysis and reporting activities) throughout the Intelligence Community.

OBJECTIVES:

1. To help the young professional become more knowledgeable about various facets of the production of finished intelligence: requirements; sources of intelligence information; processing and storage of intelligence information; analysis, interpretation, and presentation of the finished product.
2. To explain the role of CIA in the intelligence production cycle and the relationships of the Agency with other components of the intelligence community.
3. To afford opportunity for limited orientation to certain new methodologies in the analysis of intelligence information, including the use of the computer.
4. To help the student understand the role and significance of foreign intelligence support to national security decision-making at the Federal level.

(Over, please)

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PREREQUISITES:

Professionals who are (1) Career Trainees prior to their final assignments, or (2) qualified analysts with from one to three years experience. (Enrollment is limited to approximately 15. Preference will be given to those professionals from intelligence production offices). Codeword clearances will be required.

DATE & TIME:

3 September through 9 October 1974, 0830-1630 hours, approximately five weeks, full-time.

LOCATION:

Chamber of Commerce Building, 4600 Fairfax Drive, Arlington, Virginia. No transportation will be provided. Detailed instructions on parking and other data will be mailed prior to the start of the course to those students selected to attend.

REGISTRATION:

Form 73, "Request for Internal Training" must be submitted to OTR/S&RS/RG, Room 1036, Chamber of Commerce Building, by 5 August 1974. These requests will be submitted through the Senior Training Officer of each Directorate. Because of special clearances involved and course planning requirements, Form 73 should include registrant's date and place of birth, Social Security Number, and a brief biographic profile.

FURTHER INFORMATION:

On course content call Functional Training Division

On registration call Registration Group, extension

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