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T.S. No. 78099
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1 March 1954

STAFF CONFERENCE

Minutes of Meeting Held in Director's
Conference Room, Administration Building
Monday, 1 March 1954, at 11 Hours

Mr. Dulles Presiding

Lt. Gen. Charles P. Cabell, Deputy Director of Central Intelligence
Frank S. Wisner, Deputy Director for Plans
Col. Lawrence K. White, Deputy Director for Administration
Lyman B. Kirkpatrick, Inspector General
25X1 [redacted] Acting Assistant Director for Communications
George Carey, Assistant Director for Operations
Otto E. Guthe, Assistant Director for Research and Reports
Sherman Kent, Assistant Director for National Estimates
Huntington D. Sheldon, Assistant Director for Current Intelligence
James M. Andrews, Assistant Director for Collection and Dissemination
Col. Sheffield Edwards, Director of Security
Harrison Reynolds, Assistant Director for Personnel
Edward R. Saunders, Comptroller
25X1 [redacted] Auditor-in-Chief
James Garrison, Chief of Logistics
Lawrence Houston, General Counsel
Richard Helms, Chief of Operations, DD/P
25X1 [redacted], Chief, Planning & Program Coord. Staff
25X1 [redacted], Chief for Technical Support
25X1 [redacted], Acting Chief of Administration, DD/P
25X1 [redacted], representing Chief, FI
25X1 [redacted]
Dr. John R. Tietjen, Chief, Medical Staff
25X1 [redacted] Executive Assistant to the Director
25X1 [redacted]ssistant to the Director
[redacted] Assistant to the Director
[redacted]
25X1 [redacted], Assistant to the Director
Walter Pforzheimer, Legislative Counsel
Richard Bissell, Special Assistant to the Director for Plans and Coordination

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1. Action When Called as a Witness

Mr. Dulles said that if any member of CIA is subpoenaed as a witness, that person should get in touch with General Counsel immediately for advice and assistance. He said this is already established in the regulations, but he wanted to invite attention to it so that we could carefully consider action before action is taken.

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3. Expenses Resulting from Cancelled Orders

Colonel White said that it was difficult, and sometimes impossible, to pay expenses incurred by personnel who had been alerted for overseas shipment and whose orders were cancelled. He said that in some instances these people had sold their real estate, their furniture, automobiles--in some cases at a sacrifice--in preparation for a trip which was subsequently cancelled. He cautioned that maximum care must be taken in the writing of these orders and that personnel should be alerted not to burn their bridges until they can clearly see the road ahead.

4. Report on Budget

Colonel White said that a review of our expenditures for the first six months of the current year, in the line with our appropriations, indicates that with one or two exceptions we are in very good shape. Mr. Dulles said that he would like to be ready for the appropriations briefing "pretty soon."

5. Report on Cable Traffic

25X1 [redacted] speaking for the Assistant Director for Communications, reported that considerable progress had been made in the Agency's planned reduction of cable traffic, but that our objective of a 25 per cent reduction had not yet been obtained. [redacted] said that we are showing a greater reduction each month: 11.7 per cent in November, 13 per cent in December, and 15 per cent in January. He said in the few areas where there was a rise, there were operational reasons for such increase. Mr. Dulles said he was happy to hear of the improvement but that we must not relax. General Cabell said that some word traffic could be saved by the elimination

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of excessive information addressees. Mr. Kent asked if anyone was studying the pouch problem, which he waid was "pretty dismal." Mr. Dulles inquired as to whether we could [redacted] but that economy is causing other agencies to cut also. Mr. Wisner reported a recent Central America cut had been restored. Colonel White said that the transit time on pouches is good; it is the handling at each end of the trip which consumes the time. Mr. Dulles said the matter should be looked into--perhaps we could prepare our own pouch which would be carried to the plane and picked up at the plane at destination.

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