

SECRET CONFIDENTIAL RESTRICTEDTO DATE 17 Nov 44 FROM

Commanding Officer _____
 Assistant Commandant _____
 Dir of Comm Research J. R.
 Control O _____
 Fiscal O _____
 Administrative O _____
 Post Adjutant _____
 Intelligence O _____
 Provost Marshal _____
 2nd Sig Serv Bn _____
 Chief, Pers & Tng Div _____
 Chief, Pers Br _____
 Chief, Tng Br _____
 O/C Officer Pers Sec _____
 Chief, Oper Serv Div _____
 Chief, Communications Br _____
 Chief, Laboratory Br _____
 Chief, Machine Br _____
 Chief, Supply Br _____
 O/C, SSA Mail Unit _____
 Chief, Security Div _____
 Chief, Protective Sec Br _____
 Chief, Cryptographic Br _____
 Chief, Development Br _____
 Chief, Intelligence Div _____
 Chief, Language Br _____
 Chief, Mil Cryptanalytic Br _____
 Chief, Gen Cryptanalytic Br _____
 Chief, T/A and Control Br _____
 Chief, I & L Br _____

 As discussed _____
 As requested _____
 Comments and return _____
 Information and file _____
 Information and forwarding _____
 Information and return _____
 Recommendation _____
 See note on reverse _____
 Signature if approved _____
 Your action _____

1ST MEETINGOPERATING SERVICES DIVISION EXECUTIVE COMMITTEEMinutes of Meeting Held31 October 1944

1. Allocation of Personnel: A general discussion of the paper on Allocation of Personnel to the Branches was held. Particular attention was invited to the fact that the civilian allotment was not assigned by grades.

2. Trip by the Commanding Officer: There was a very brief discussion on proposed trip to be taken by Colonel Corderman. No specific questions were submitted for inclusion in a memorandum to Colonel Corderman for information from the theaters involved.

3. Items of Staff Meetings: The following items taken from the Staff Meeting on 30 October 1944 were discussed:

a. The Personnel Meeting to be held at 1500, Friday, 3 November 1944.

b. The Forum Meeting on 7 November 1944, at which time Colonel Allsopp will discuss his recent trip.

c. The desirability to improve the general over-all appearances within sections.

d. The possibility of a motion picture being made depicting the general operations of Signal Security Agency, was discussed.

Earle F. Cook
Colonel, Signal Corps
Chief, Operating Services Division

CC:

Colonel Corderman
Branch Chiefs, Operating Services Division
Mr. Friedman
Chief, Personnel and Training Division
Chief, Intelligence Division
Chief, Security Division