

SPSIS 319.1

SPSIS-4

16 August 1944

**SUBJECT:** Semi-monthly Report of Director of Training.**To:** Commanding Officer, Signal Security Agency, Washington  
25, D. C.

1. Submitted herewith is a report of the Director of Training for the period 1-15 August, 1944.

**a. TRAINING SCHOOL**

New Trainees	96
Permanently Assigned Trainees	186
Trainees Resigned	12
In-Service Trainees	5
Total Absentees	86
Temporarily Assigned Trainees	8
Assembler Instrument Trainees	3
Lowest Total Enrollment (14 August 44)	145
Highest Total Enrollment (1 August 44)	244

**b. EXTENSION SCHOOL**

Officers	524
WAC Officers	72
Enlisted Men	730
Enlisted Women	104
School & Post Civilians	408
Non-resident Civilians	168

**c. FILM LIBRARY**

Hours actual operation	84
Films projected	141
Attendance (Excluding 2d Sig. Serv. En. projections)	5,580

**2. Miscellaneous Training Activities.**

a. At the request of the Engineers' Communication School at Fort Belvoir, the Director of Training, S.S.A., arranged for two instructors to give instruction on the converter M-209.

319.1-?

SPSIS 319.1

SPSIS-4  
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The instructors were selected from "C" Branch and the Office of the Director of Training. Both instructors were extremely well-qualified. The instruction was given at Belvoir to a class of forty-five officers and enlisted men, all instructors, on the evening of 9 August 1944. The most secure and efficient manner of operating the converter M-209 was taught in detail. In addition to the verbal instruction, the school was presented with problem booklets, prepared lectures on the M-209, exercises and a reciprocal alphabet cog wheel training aid. Appreciation was expressed by Major Martin of the Engineers to the Signal Security Agency for the work accomplished in this class. It is felt that this informal liaison will prove of immeasurable value to the over-all security of all future Engineer cryptographic communications.

b. On 1 August 1944, the Civilian Training School initiated a one-shift schedule. The school formerly had two shifts, day and swing. The drop in enrollment to a figure slightly less than two hundred necessitated the revised schedule. One of the two WAC officers was relieved from duty and assigned to "E" Branch. One of the two supervisors (civilian), one permanent and six temporary teachers were also reassigned.

c. Two officers, one from "C" Branch and one from the Office of the Director of Training, will leave on 20 August 1944 to establish liaison with the Signal Corps Replacement Training Centers, Unit Training Centers and Officer Schools at Monmouth and Crowder. The primary purpose of this liaison is to insure universal and standardized methods of training in cryptographic systems and transmission security. Prepared booklets and training aids will be furnished the schools. The officers will spend approximately one week at Monmouth and one week at Crowder.

### 3. Personnel

<u>Authorized</u>		<u>Current</u>
1	Lt. Col.	0
2	Major	1
4	Captain	2
7	1st Lt.	8
9	2d Lt.	12
<u>23</u>		<u>23</u>
2	Enlisted WAC	2
30	Civilian	30

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