

SECRET CONFIDENTIAL RESTRICTED

TO 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 Meeting: 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