

- get from lead book.

Capt. Smith's report Par 3 to 1, also Par 3
2nd meeting minutes — 2 reports want to
see. in book.

Capt. Smith's report — Free — work load
studies + simplification impossible for cryptanalysts
but they are in relatively small minority. Traffic
marking, sorting, filing, indexing, extracting,
logging, routing — is in great majority, especially
in B II, B IV, B I, E Branch, message center.
There are code room techniques which
may be shortened, C Branch distribution &
checking procedures, wrapping and
shipping methods, ^{or 1/2 methods} in C Branch and
Supply. Administrative procedures, etc.

IBM methods probably can't be shortened.

1. Get most out of least personnel
2. Keeping people from resigning
prevents manpower waste in training
for replacement.
3. More a problem of committee?