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Memorandum 6L-308

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PLBZ-60
Copy # 1 of 17
Page 1 of 3

J.F. Jacobs
PLBZ-60
Auth: DR-257
By: R.R.E.
Date: 3-15-60

CLASSIFICATION CHANGED TO:

Auth: DR-257

By: R.R.E.

Date: 3-15-60

Division 6 - Lincoln Laboratory
Massachusetts Institute of Technology
Lexington 73, Massachusetts

Subject: Group Leaders' Meeting - 15 April 1957

To: Group Leaders and Associate Group Leaders

From: C. W. Farr

Date: 16 April 1957

Present: R. R. Everett, N. H. Taylor, J. A. Arnow,
D. R. Brown, W. J. Canty, N. L. Daggett,
R. S. Fallows, C. W. Farr, D. R. Israel,
J. F. Jacobs, B. E. Morriss, J. A. O'Brien,
W. N. Papian, J. C. Proctor, E. S. Rich,
and C. A. Zraket

Agenda:

1. Publications Notice
2. Security
3. Building F Access
4. Staff Turnover
5. New ADC Group at Lincoln

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Memorandum 6L-303

Page 2

ACTION

1. Publications Notice

Farr read notice from Publications Office concerning QPR's from RLE.

Farr will request Publications to send two copies of RLE QPR's to Group 63 and one to Group 62.

2. Security

Rich requested clarification of security classification of information relating to ESS and SAGE.

Everett summarized our understanding that information concerning ESS performance capability and capacity is Confidential as set forth in Form 254, dated March 22, 1956; information concerning SAGE site schedules and production equipment performance capability and capacity is classified Secret.

Rich discussed possible safeguards to avoid classified conversation on telephones.

Although no known violations were cited, Everett requested Rich to emphasize instructions to ESS test personnel to avoid classified conversation on telephones; he pointed out that normal communication between Building F and Barta Building, necessary in conducting tests is unclassified; Everett asked O'Brien to verify procedure used during ESS tests -- it is intended that conference telephone circuits will be used and will be controlled at the switch board to prevent unauthorized connections; Everett asked Rich to acquaint the Lincoln Security Officer with these conditions.

3. Building F Access

Rich presented problem of applications for Building F access during tests;

Everett recommended that Rich admit

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Memorandum 6L-303

Page 3

ACTION

3. Building F Access (Continued):

4620th ADW has requested that admittance be granted to 15 of their personnel. Discussion emphasized the need for Group 64 performing its shakedown test work and making necessary reasonable rules to avoid interruption.

to Building F during tests, only those persons needed to run the tests and that he make individual exceptions as necessary -- he suggested that Rich grant access to Col. Lee and decline general access to others on the 4620th list except as individually justified.

4. Staff Turnover

Everett repeated his previous observation that resignations from Division 6 approximately balance newly hired recruits (numerically). Zraket observed that 5 out of 6 recent losses from Group 67 were low on the ladder whereas newly recruited people were more capable.

Everett requested Farr to study staff turnover.

Everett requested Group Leaders to look over individual groups for interpretation of turnover and for discussion April 22.

Everett observed the need for review of personnel requisitions of the individual groups.

5. New ADC Group at Lincoln

Everett reviewed the responsibility of Col. Carter, newly appointed leader of an ARDC group assigned to Lincoln Laboratory and expected to arrive in Lexington early in May.

SIGNED: CWFarr

C. W. Farr

CWF:emt

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