

UNITED STATES A.I.D. MISSION TO BRAZIL

STAFF NOTICE

SUBJECT: 1969 - 1970 Schedule National Inter-departmental Seminar and Intermediate Course - Internal Defense.	DISTRIBUTION: "D"	No. D-69-4
	REFERENCE:	DATE: 1-30-69

Airgram AIDTO CIRCULAR A-177 of 1-24-69, is hereby reproduced for your information and guidance:

" Attendance at the National Interdepartmental Seminar (FSI-01110) is required of Mission Directors and Deputies, A.I.D. Representatives and Deputies, Assistant Director and Deputies, Chief Program Officers, Chief Officers of Technical Activities and Technical Division Chiefs. FSI Course 01110 (three weeks) is scheduled for:

February 24 -- March 14, 1969
April 21 -- May 9, 1969
July 7 -- July 25, 1969
September 8 -- September 26, 1969
October 27 -- November 14, 1969
January 5 -- January 23, 1970
March 2 -- March 20, 1970
April 27 -- May 15, 1970

The Intermediate Course - Internal Defense is now integrated into the final two weeks of the regular three-week Area Studies portion of orientation required of all employees entering the Agency. However, FSR's in the field who have not yet met the attendance requirement for the Intermediate Course - Internal Defense should be scheduled during home leave for one of the classes shown below:

February 10 -- February 20, 1969
March 10 -- March 21, 1969
April 7 -- April 18, 1969
May 5 -- May 16, 1969
June 2 -- June 13, 1969
June 30 -- July 11, 1969
August 11 -- August 22, 1969
September 22 -- October 3, 1969
October 20 -- October 31, 1969
November 17 -- November 28, 1969

Time needed for other official duties, appointments, medical examinations, etc. should be scheduled (or personal time set aside) in addition to the FSI courses, which are full time.

File
AID/USAD

(cont'd)

Employees being scheduled for either of the courses should report to their appropriate Bureau Officer upon arriving in Washington:

AFR/MGT	--	--	Ext. 8454	--	Room 516	TC
FSP/NE	-- Mr. Lewis White	--	" 6745	--	" 605	TC
OPS/TD	-- Mr. Charles Leister	--	" 8694	--	" 207	CT
FSP/EA	--	--	" 7441	--	" 514	TC
VN/MDU	-- Mr. James Mundy	--	" 5490	--	" 303	RP
LA/TNG	-- Mrs Ida Mudd	--	" 6319	--	" 3906	NS

FSI Course 01110 continues to be given at Arlington Towers, State Annex 16, while the Intermediate Course is given at the FSI Building, State Annex 3, Room 102. Both can be reached by chartered buses which leave the North Entrance of State Department."

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