get from Col. Cook.

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

Capt. Smith report — Juice — 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, C Branch, message center. There are code room techniques which may be shortened, C Branch distribution + checking procedures wrapping and shipping methods +T/A in C Branch and supply. Administration 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. Morale a problem of committee?