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November 5, 1953

H. C. Brown, Jr.
Executive Officer
Division of Biology and Medicine
Washington Office

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Info to
H. B. Fry, Manager
New York Operations Office

addressee:
E. I. Van Horn
Area Mgr. B & M

THE FOLLOWING DRAFT AGENDA IS SUBMITTED FOR YOUR COMMENTS AND CONCURRENCE. WE WOULD APPRECIATE HEARING FROM YOU BY THE END OF WORKING HOURS ON FRIDAY IN ORDER THAT IT MAY BE REPRODUCED FOR THE MEETING.

FY 1953 ANNUAL PROGRAM REVIEW

Brookhaven National Laboratory

NOTE: Annual program reviews serve many useful purposes, foremost of which are (1) an opportunity is afforded for general alignment of thinking as between the Laboratory and the staff of the Washington research divisions regarding the scope and pace and financial level of the laboratory program, for the mutual guidance of each in the ensuing year; (2) an opportunity is afforded for a recitation and review of general laboratory objectives and review of the progress made toward these objectives.

AGENDA

9:00 9:20 AM General remarks and welcome

BEST COPY AVAILABLE

Dr. Bugher and Mr. Fry

9:20 10:15 AM Matters pertaining to overall laboratory management

- 1. Mr. Fry
- 2. Mr. Burrows

HCB:ecw

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RG	<i>DOE Historian (DPM)</i>
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DATE	<i>11/5/53</i>

H. B. Fry

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- 3. Dr. Haworth
- 4. General discussion

10:15 10:30 RECESS

10:30 - 12:00 Budgetary consideration

- 1. Dr. Bugher and Mr. Stanwood - Desirability of regarding FY 1954 as equilibrium for planning purposes.
- 2. Mr. Van Horn - Discussion of a separate budget for G & A expenses and reactor operations to be financed jointly by Program Directors.

Discussion

- 3. Immediate construction requirements at BNL
- 4. Mr. Van Horn and Dr. Haworth - Impact of FY 1955 budget levels on FY 1954 operating costs; impact of present FY 1954 financial plan on laboratory operations.

12:00 - 1:30 PM LUNCH

Scientific Program

- 1:30 PM - 1. Dr. Haworth - General introduction outlining mission of BNL.
 - a. Distinguishing characteristics of BNL program.
 - b. Highlights of program contemplated for FY 1954-55.
- 2:00 PM - 2. Separate Discussions of Physical Research, Reactor Development, and Biology and Medicine.*

*Reactor Development - Room 1305
 Physical Research - Dr. Johnson's Office
 Biology and Medicine - Dr. Bugher's Office

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- a. Program objectives as related to mission of ENL
- b. Progress toward objectives
- c. Highlights of FY 1954 and 1955 program plans, and forecast scientific trends.
- d. Effect of planned scientific program on levels of scientific and supporting personnel in FY 1954 and 1955.

5:00 - 5:30 PM - Summary

Dr. Haworth

Dr. Bagher

INFO COPY TO: ~~Mr. E. L. Van Horn~~
~~Area Manager~~
~~Brookhaven National Laboratory~~
~~Brookhaven, New York~~

cc: Neil Carothers, PROD

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