


Tentative program arrived at as result of conference yesterday of Training In Industry Committee.

1. We are to select 20 industrial areas (A list of these cities is attached hereto)
2. Each industrial area is to have a District Representative who will supervise that area. He will be selected from industry itself and will have charge of all problems within that area.
3. The District Representative will be advised by a group of 4 - 2 representatives from industry and 2 representatives of labor-who will be selected for their special knowledge of these problems.
4. These in turn will be assisted by a panel of 10 persons - experts selected by industry within that industrial area for their intimate knowledge of production problems, as they relate to the specific locality and to the specific industries within that locality.
5. We will send from our Division a training consultant who will advise with the District Representative and his associates, in the installation and development of the up-grading program.

The training program in industry may be roughly divided in the following categories:

1. Analyze training needs in a particular plant for workers and supervisors.
2. Assist management to create a training program, custom-built to each individual plant's requirements.
3. Foster and make generally available a pool of experience from all employers who have similar problems. This pool of experience will be available to employers in that area. This will enable employers to check their experience and to be guided.

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4. Help management utilize to completest extent all public agencies such as the Office of Education, Civil Service Commission, U. S. Employment service and MI.