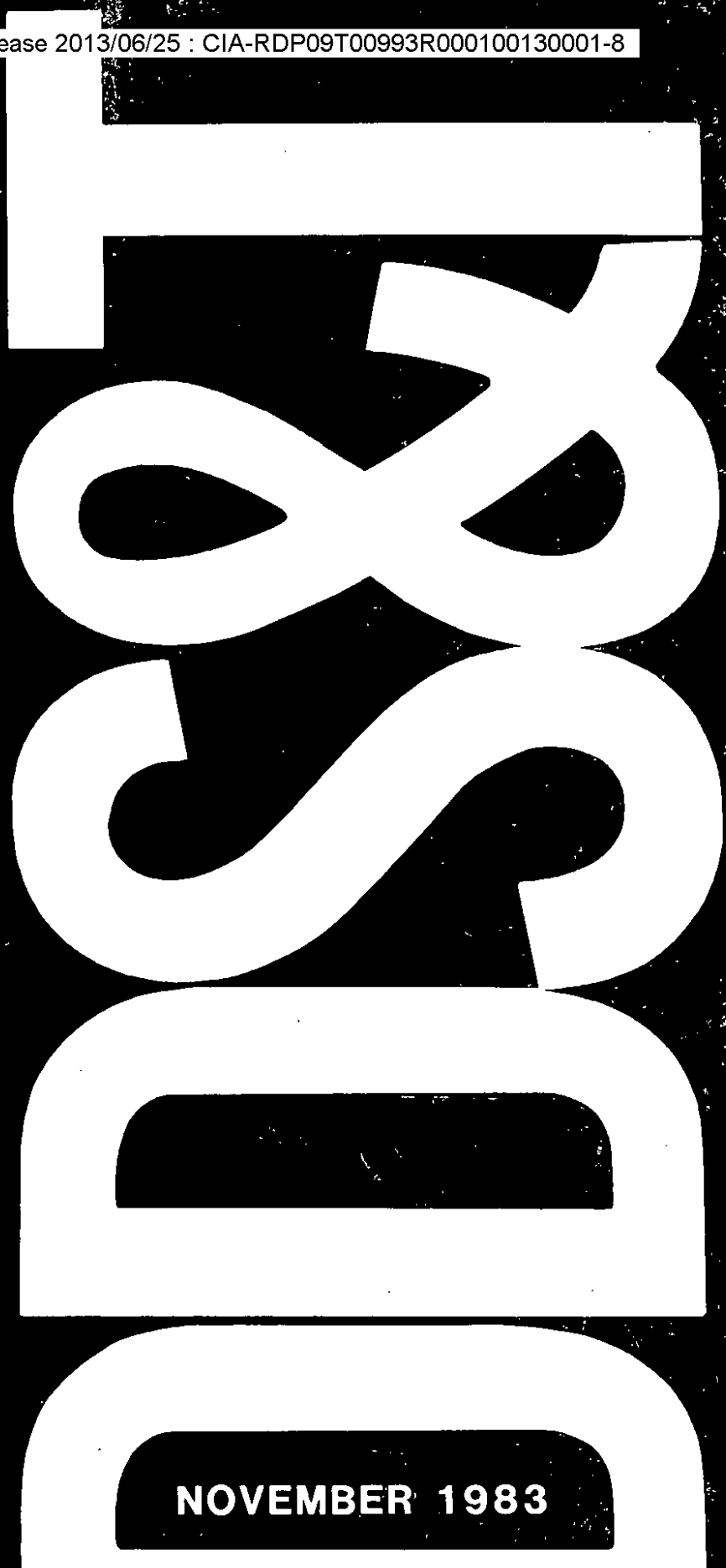


SECRET

Orientation Handbook



NOVEMBER 1983

SECRET

**National Security
Information**

**Unauthorized Disclosure
Subject to Criminal Sanctions**



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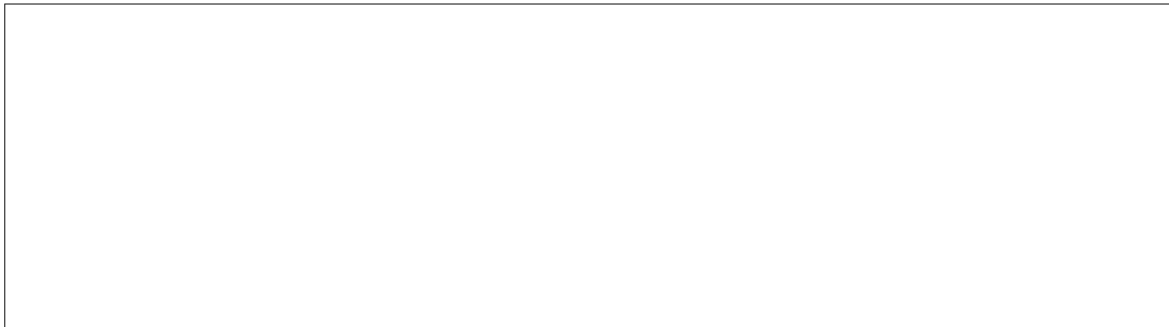


R. E. HINEMAN

**Deputy Director for Science and Technology
SIS-06**

STAT





Mr. Hineman was appointed Deputy Director for Science and Technology, effective 3 July 1982.

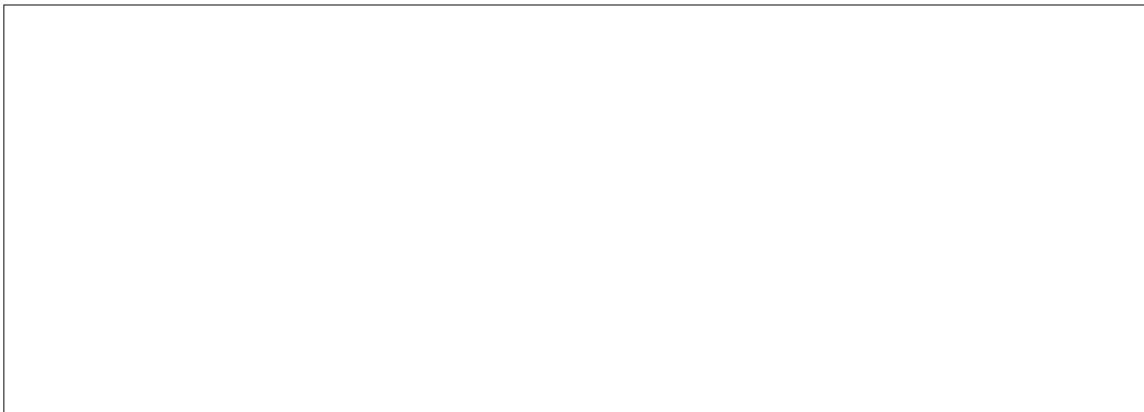
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JAMES V. HIRSCH

**Associate Deputy Director for Science and Technology
SIS-05**



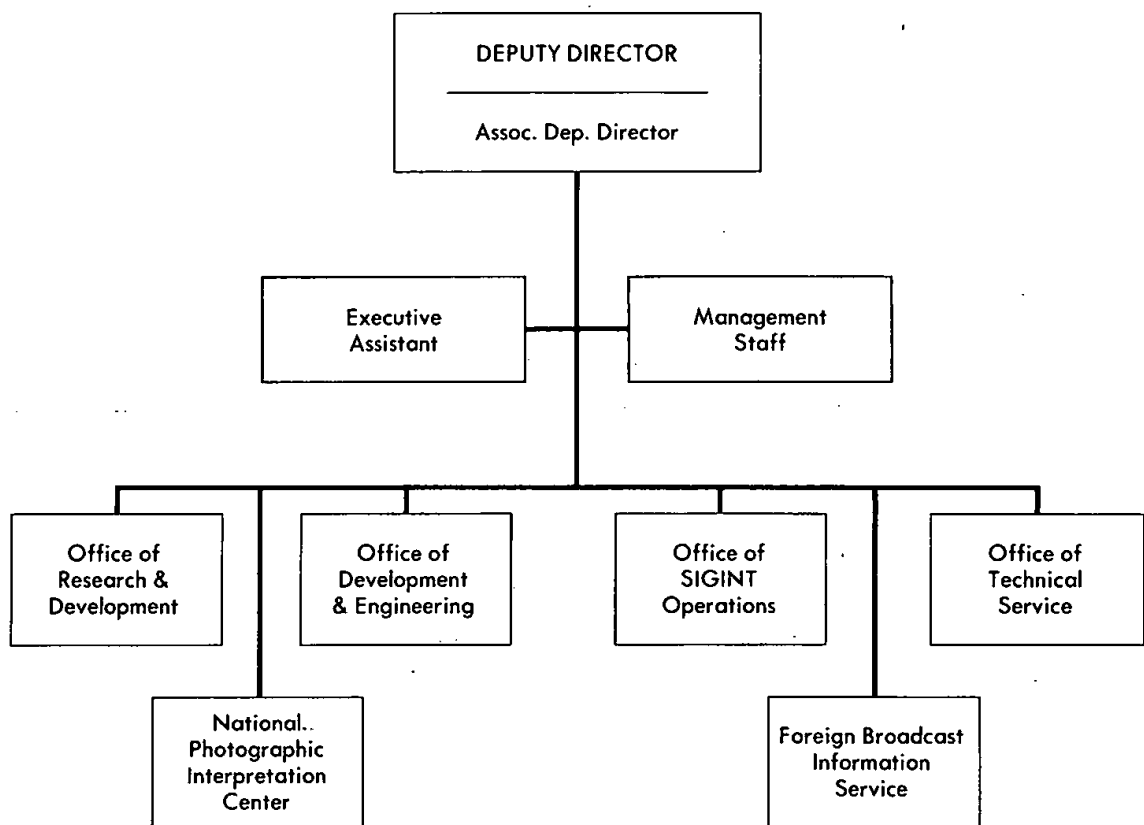
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Mr. Hirsch was appointed the Associate Deputy Director for Science and Technology effective 2 May 1983.

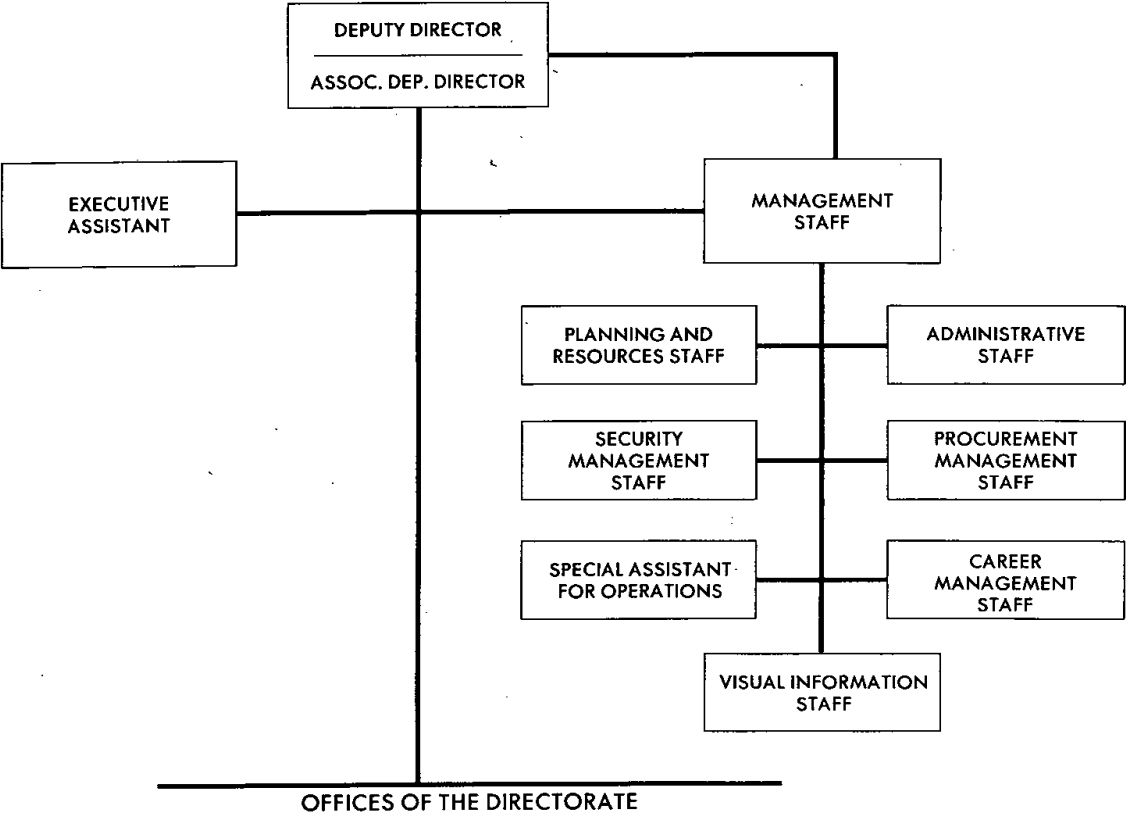
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Directorate of Science and Technology



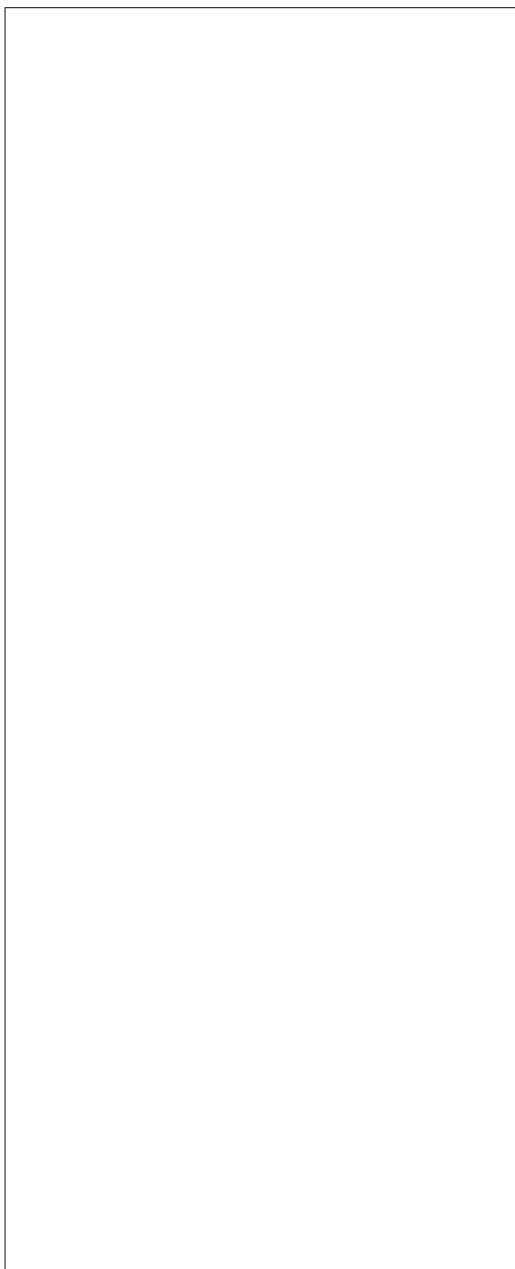
Office of the Deputy Director, Science and Technology



OFFICE OF THE DEPUTY DIRECTOR FOR SCIENCE AND TECHNOLOGY

Room Black Red Secure

- Deputy Director for Science and Technology
- Associate Deputy Director for Science and Technology
- Chief, DDS&T Management Staff
- Executive Assistant, DDS&T
- Special Assistant for OPS
- DDI Liaison, DDS&T
- DDO Liaison, DDS&T
- Chief, Planning and Resources Staff
- Chief, Program and Budget Division
- Chief, Planning Division
- Budget Officer
- Chief, Procurement Management Staff
- Chief, Administrative Staff
- Chief, Career Development Staff
- Security Officer, DDS&T
- Personnel Officer
- Training Officer
- EEO Officer
- Logistics Officer
- Career Development Course Director
- Grievance Officer, DDS&T
- Chief, Visual Information Staff
- Records Management Officer
- Chief, Registry



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JOHN D. CHANDLEE

**Director, Foreign Broadcast Information Service
SIS-04**



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25 January 1983 Mr. Chandlee was appointed Director, FBIS.

On

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FOREIGN BROADCAST INFORMATION SERVICE

AUTHORITY AND MISSION

- Pursuant NSCID #2, paragraphs 8 and 9, DCID #2/4 [] the Foreign Broadcast Information Service (FBIS) as a service of common concern monitors foreign radio, television and press agency broadcasts, exploits foreign publications, and disseminates the collected intelligence information to U.S. Government components. (Operations Group and Production Group)
- Provides systematic analysis of communist media related to key U.S. policy initiatives, international relations, and internal affairs of the USSR, China, and other countries. (Analysis Group)
- Provides translation support to Agency components, and, when appropriate, to other U.S. Government agencies. (Production Group)

STAT

PRODUCTION GROUP

Geographic or subject specialists skilled in 60 foreign languages receive and scan some 4,000 foreign periodical publications for information of interest to the U.S. Government. Their selections are translated by some 1,000 independent contractors managed by the FBIS Joint Publications Research Service (JPRS) and Published in serial and non-serial reports for U.S. Government distribution and sale to the public. Staff linguists write memoranda on foreign press content, translate classified documents, and provide oral and/or written linguistic support to Agency and, to a limited degree, other U.S. Government components. Translations done by JPRS and other translation services are recorded in the FBIS Consolidated Translation Survey to minimize duplication and save U.S. Government translation costs.

OPERATIONS GROUP

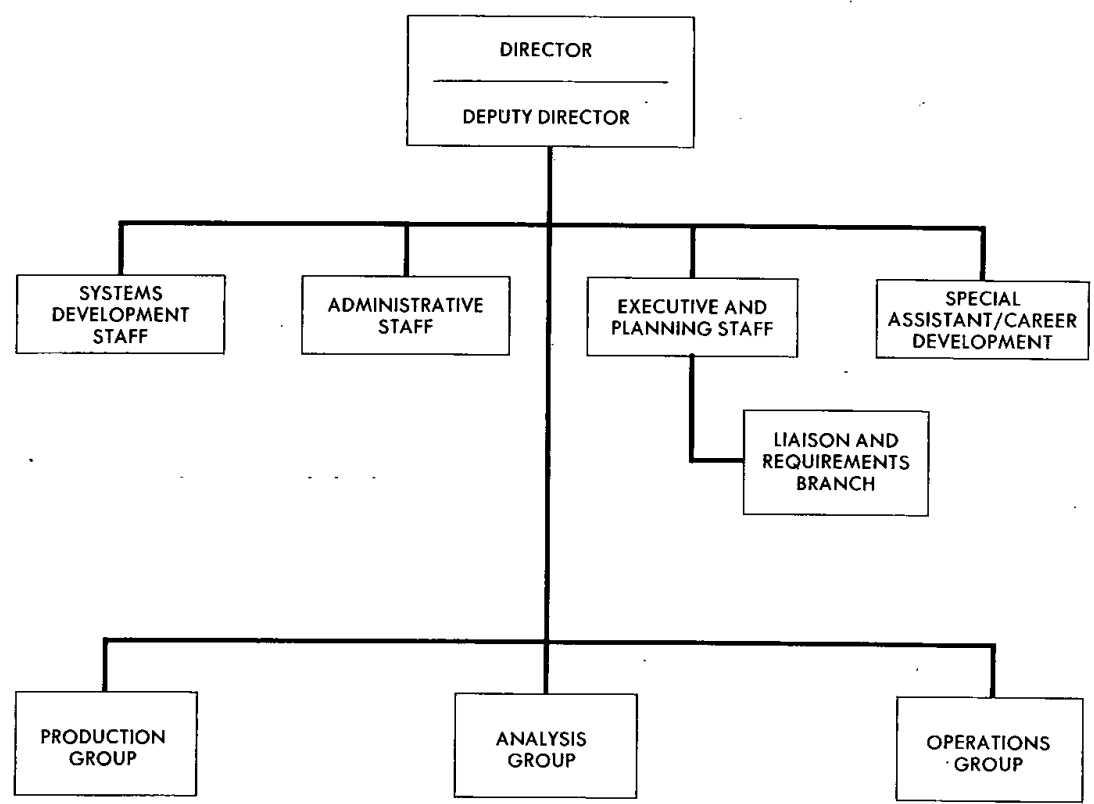
Operates network of 17 field installations in the U.S. and overseas for coverage of foreign broadcasts, press agencies and publications. Selects, translates, and edits monitored material for wirefiling to official consumers in the U.S. and abroad. Disseminates selected file of priority interest material by a 24-hour wire service; publishes bulk of material in DAILY REPORT for U.S. Government distribution and sale to the public. Engineering Division provides technical support to field operations and plans technical systems. Monitoring Operations Division coordinates field bureau coverage responsibilities; collects, tabulates information on broadcasting worldwide.

ANALYSIS GROUP

Provides systematic analysis of communist and selected non-communist media in context of current developments and historical perspective. Analysis is published in weekly TRENDS in Communist Media, aperiodic Analysis Reports and Special Memoranda. TRENDS and other selected analysis also disseminated by wire to Washington consumers and U.S. missions abroad. Provides special analytical support to official consumers in the U.S. and abroad, including Agency offices, State and Defense Departments, NSC Staff, and U.S. delegations to international conferences. Maintains unique data base of media materials dating back three decades and provides research support and advice to consumers throughout the Intelligence Community.

October 1983

Foreign Broadcast Information Service



FOR OFFICIAL USE ONLY

FBIS

FOREIGN BROADCAST INFORMATION SERVICE

- FBIS WIRE.....
- (24-hour watch)
- Director
- Planning Staff
- Systems Development Staff
- Administrative Staff
- Liaison/Requirements
- Area Language Program
- Field Bureaus
- Analysis Group
- Technical Broadcast Data
- Translation Assistance
- Key Building
- Headquarters
- Translation Index (CTS)
- JPRS

212 Key Bldg.,
P.O. Box 2604, Wash., D.C. 20013
RUTLAAA/FBIS WASH D.C.

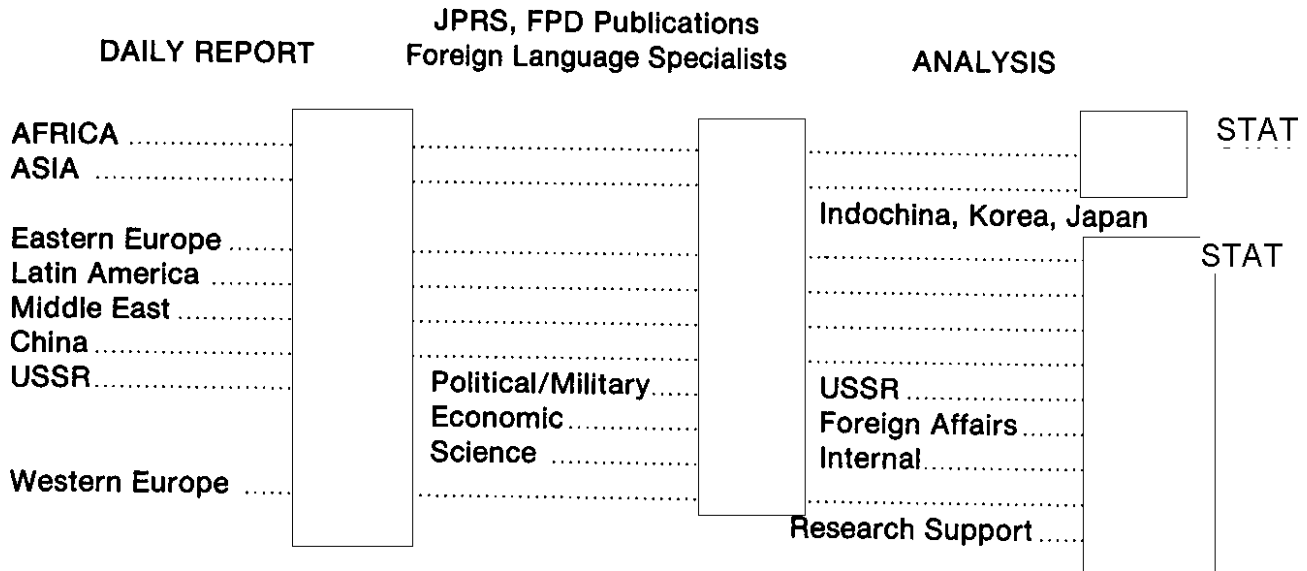
STAT

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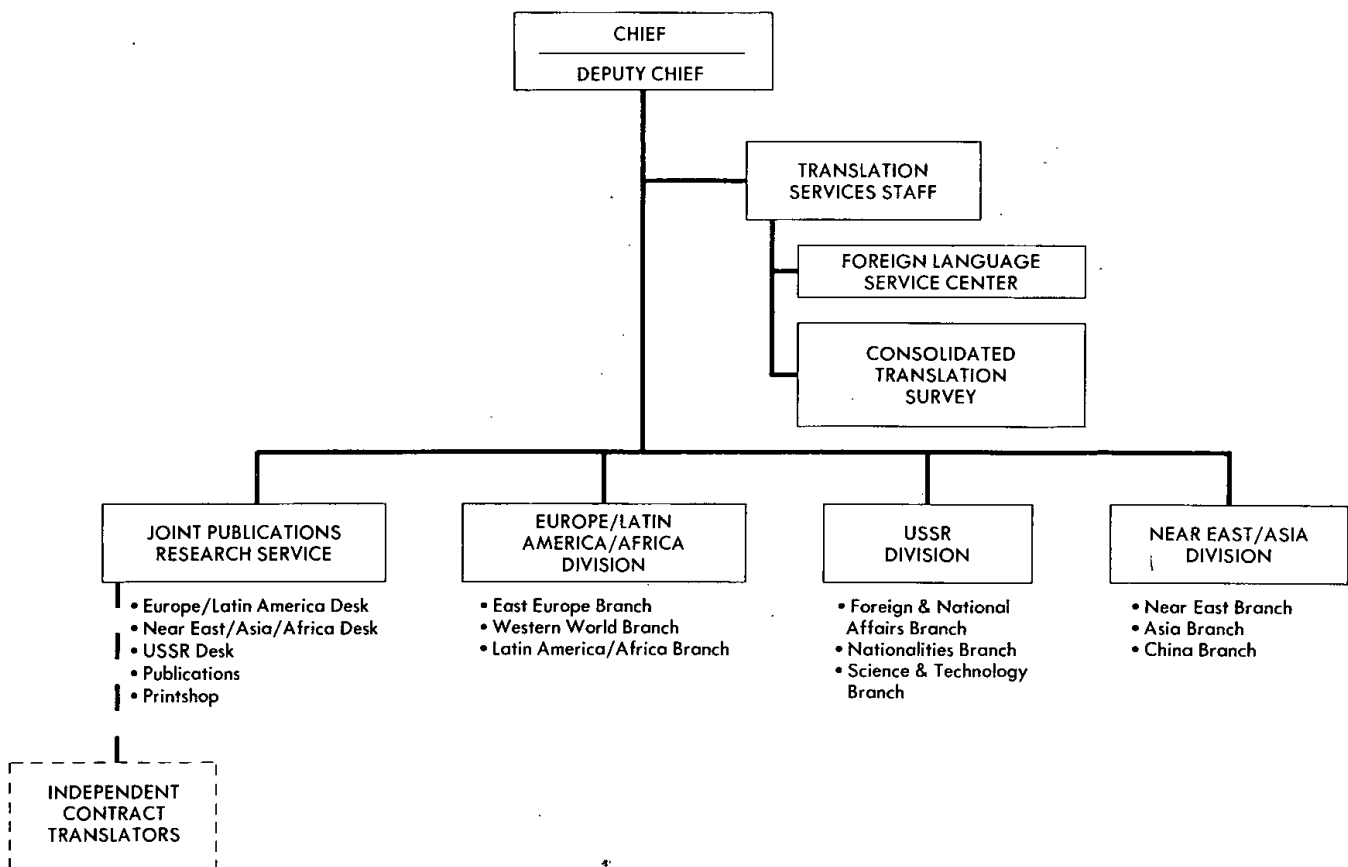
The Foreign Broadcast Service (FBIS) collects, disseminates, and analyzes selected foreign broadcasts and press information. Radio, television, press agency and the more urgent newspaper materials are monitored in the field. The selected translations are transmitted by radioteletype to U.S. Government consumers throughout the world as well as to FBIS headquarters in Washington. These materials are further selected and processed in Washington and the product is distributed to consumers via round-the-clock FBIS Wire Service and printed Daily Reports. Foreign publications are, for the most part, screened and translated in Washington and are published by the Joint Publications Research Service (JPRS). A few are published in Foreign Press Digests (FPD). The content of Soviet, Chinese, and other media is systematically analyzed, with Headquarters maintaining research files and publishing the weekly TRENDS in Communist Media. Media content is also analyzed in Special Memoranda and other ad hoc publications. Headquarters also collects and disseminates technical data on foreign broadcasting.

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FUNCTIONAL AND AREA RESPONSIBILITIES

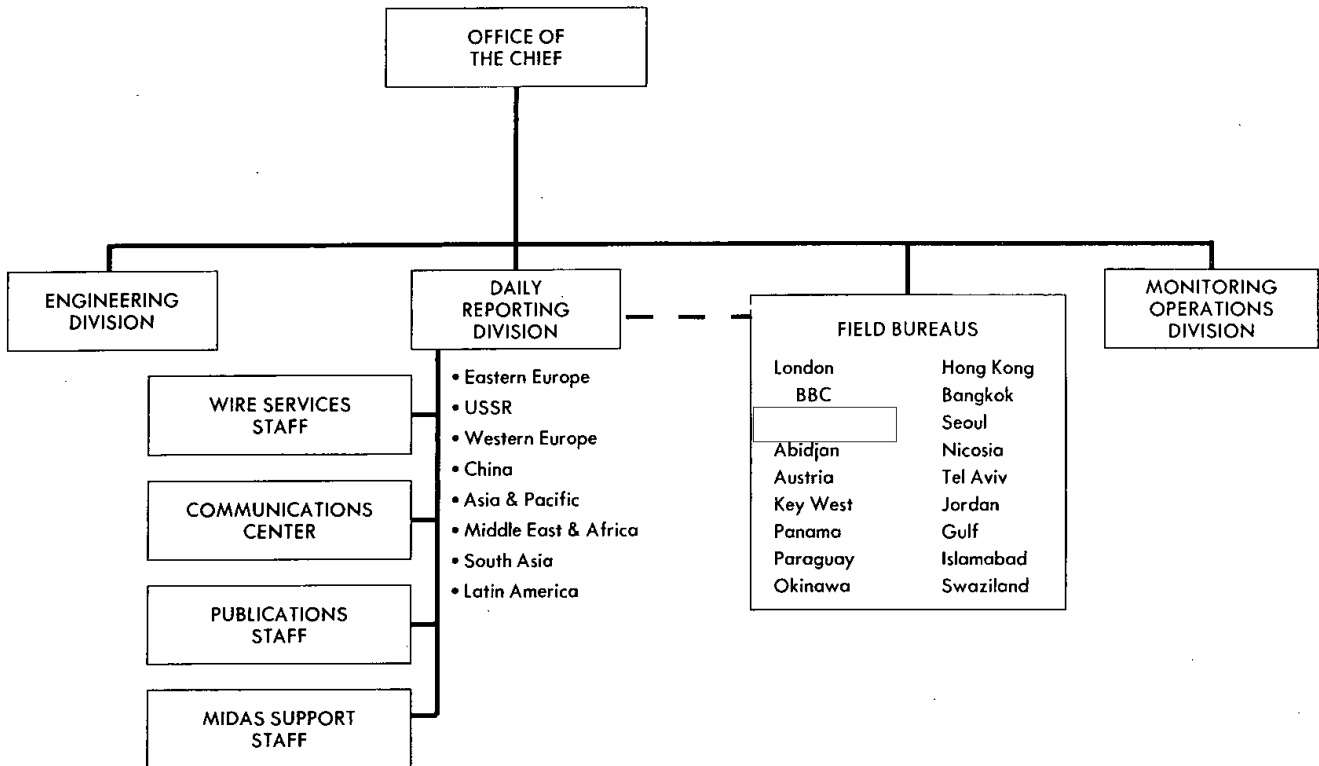


Production Group



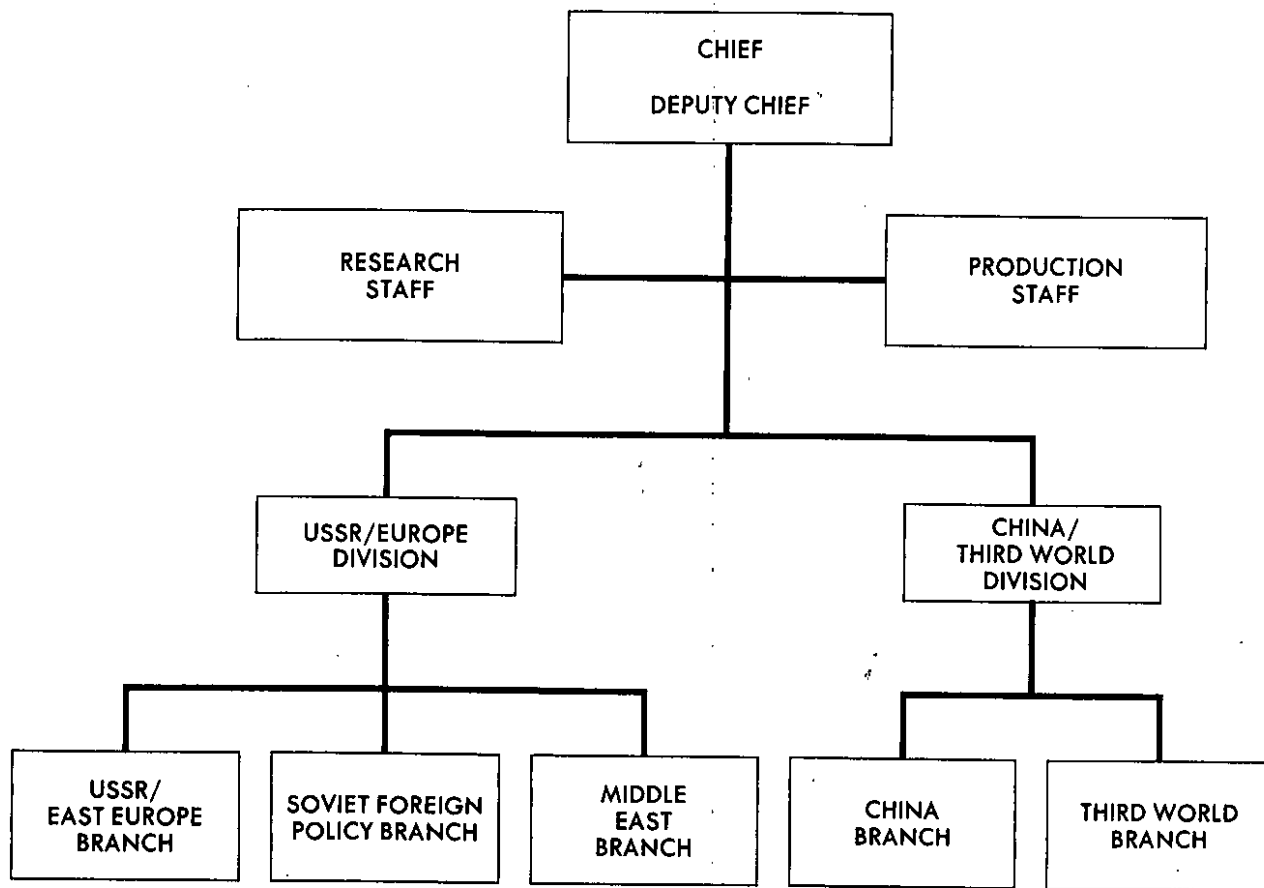
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Operations Group

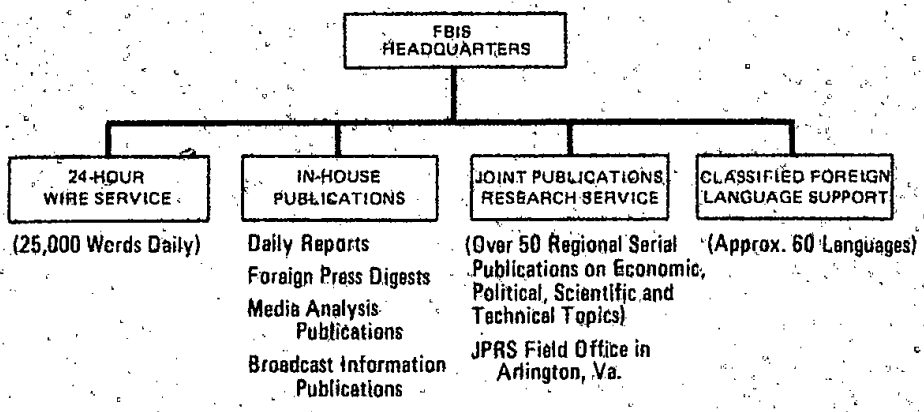


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Analysis Group



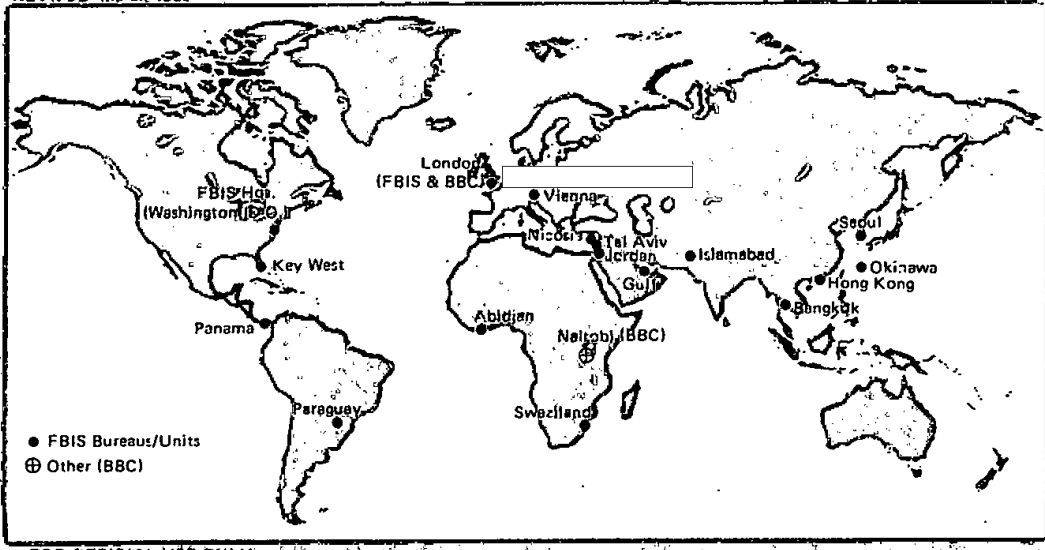
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FOREIGN BROADCAST INFORMATION SERVICE

FBIS monitors 7 million words daily from foreign radio, television, and press broadcasts; files 250,000 words to headquarters and selectively to 500 lateral consumers.

REVISED March 1982



Region	City	Hours Monitored Daily*	Publications Words Filed Daily*
Europe	London	453	63,000
	Vienna	51	16,000
Mideast, Africa	Nicosia	92	17,000
	Tel Aviv	46	13,500
	Jordan	65	5,500
	Abidjan	94	8,500
	Gulf	87	11,000
	Swaziland	15	3,000
Asia	Okinawa	179	29,500
	Bangkok	98	17,800
	Hong-Kong	33	27,500
	Seoul	54	14,000
Latin America	Panama	124	12,000
	Key West	43	3,000
	Paraguay	122	6,000

* Broadcasts; Great Agency Transmissions, Publications

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FOREIGN BROADCAST INFORMATION SERVICE

Director
Deputy Director
Chief, Executive & Planning Staff
Chief, Administrative Staff
Chief, Liaison & Requirements Branch
Chief, Systems Development Staff

PRODUCTION GROUP

Chief
Deputy Chief
Translation Services Staff
Europe/Latin America/Africa Division
Near East/Asia Division
USSR Division
JPRS

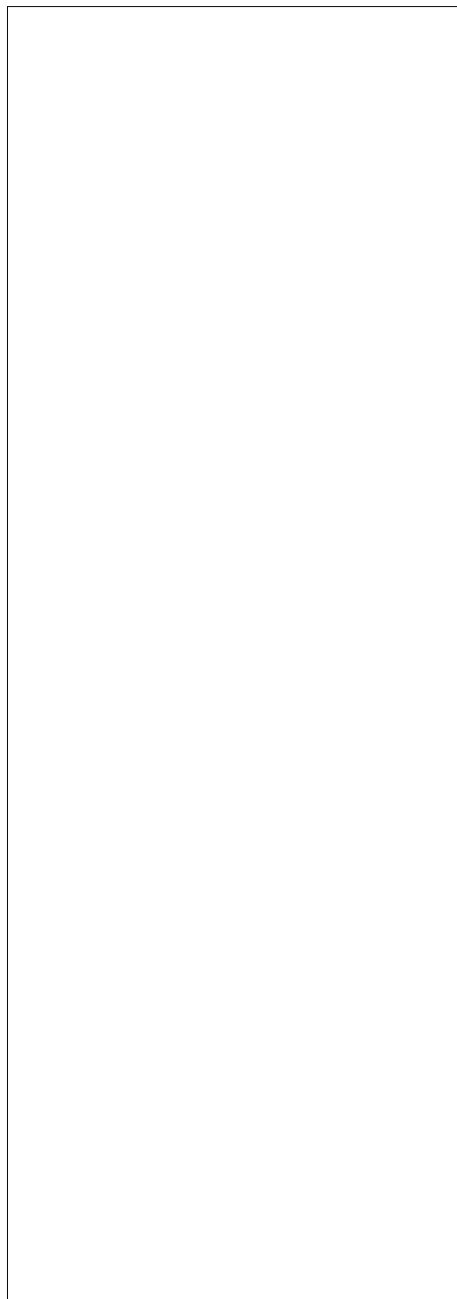
OPERATIONS GROUP

Chief
Deputy Chief
Monitoring Operations Division
Engineering Division
Daily Reporting Division
Wire Services Staff

ANALYSIS GROUP

Chief
Deputy Chief
Chief, USSR/Europe Division
Chief, China/Thrd World Division
Research Staff
Production Staff

October 1983

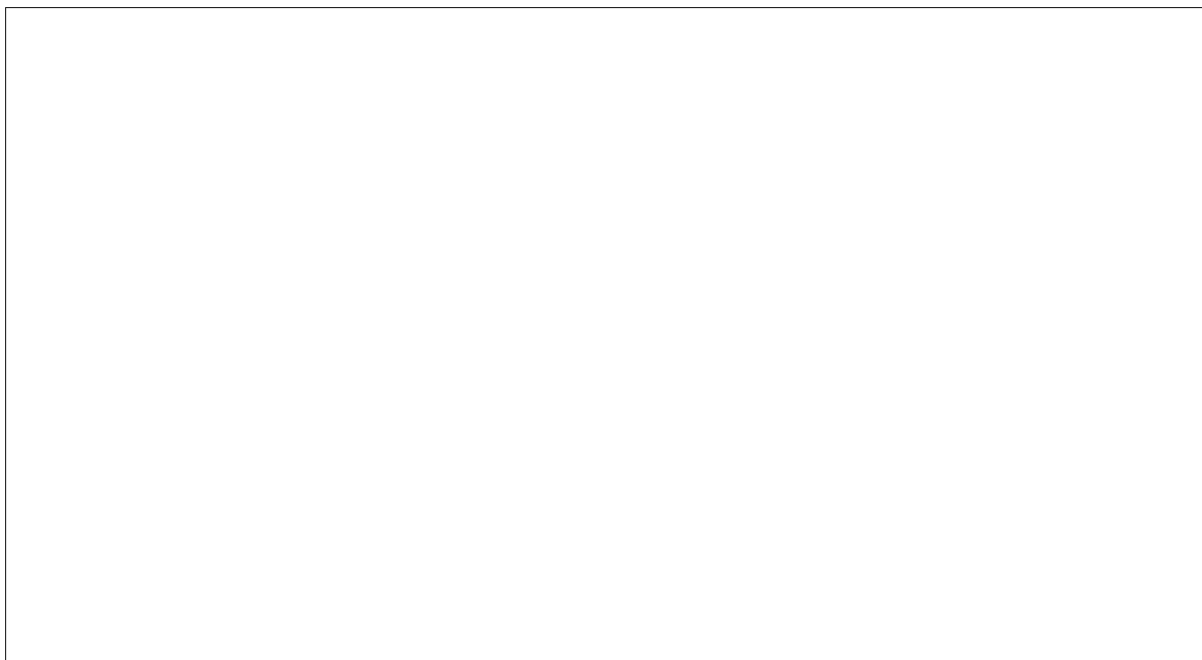


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RUTLEDGE P. HAZZARD

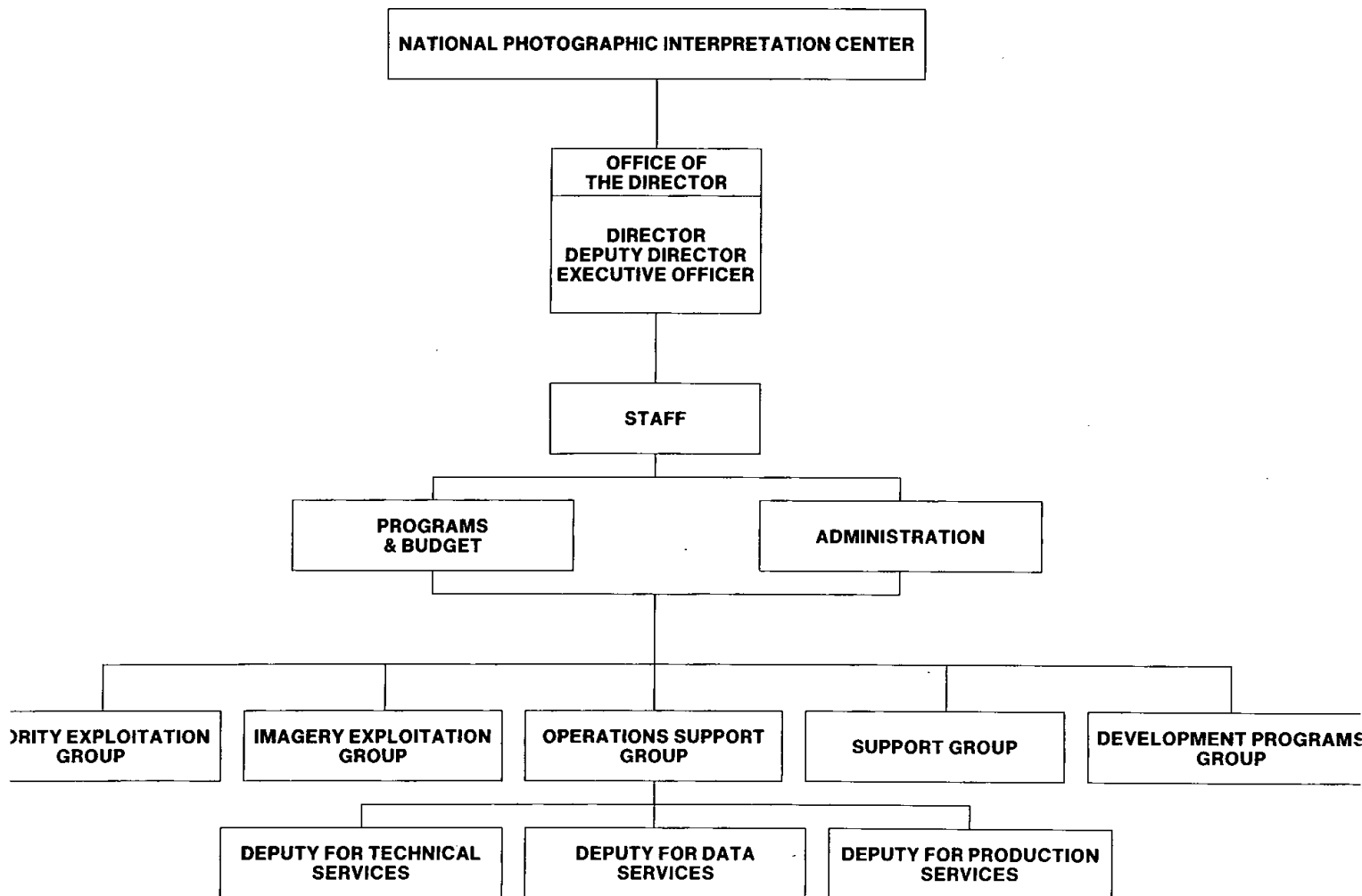
**Director, National Photographic Interpretation Center
Brigadier General, U.S.A. Retired
SIS-04**



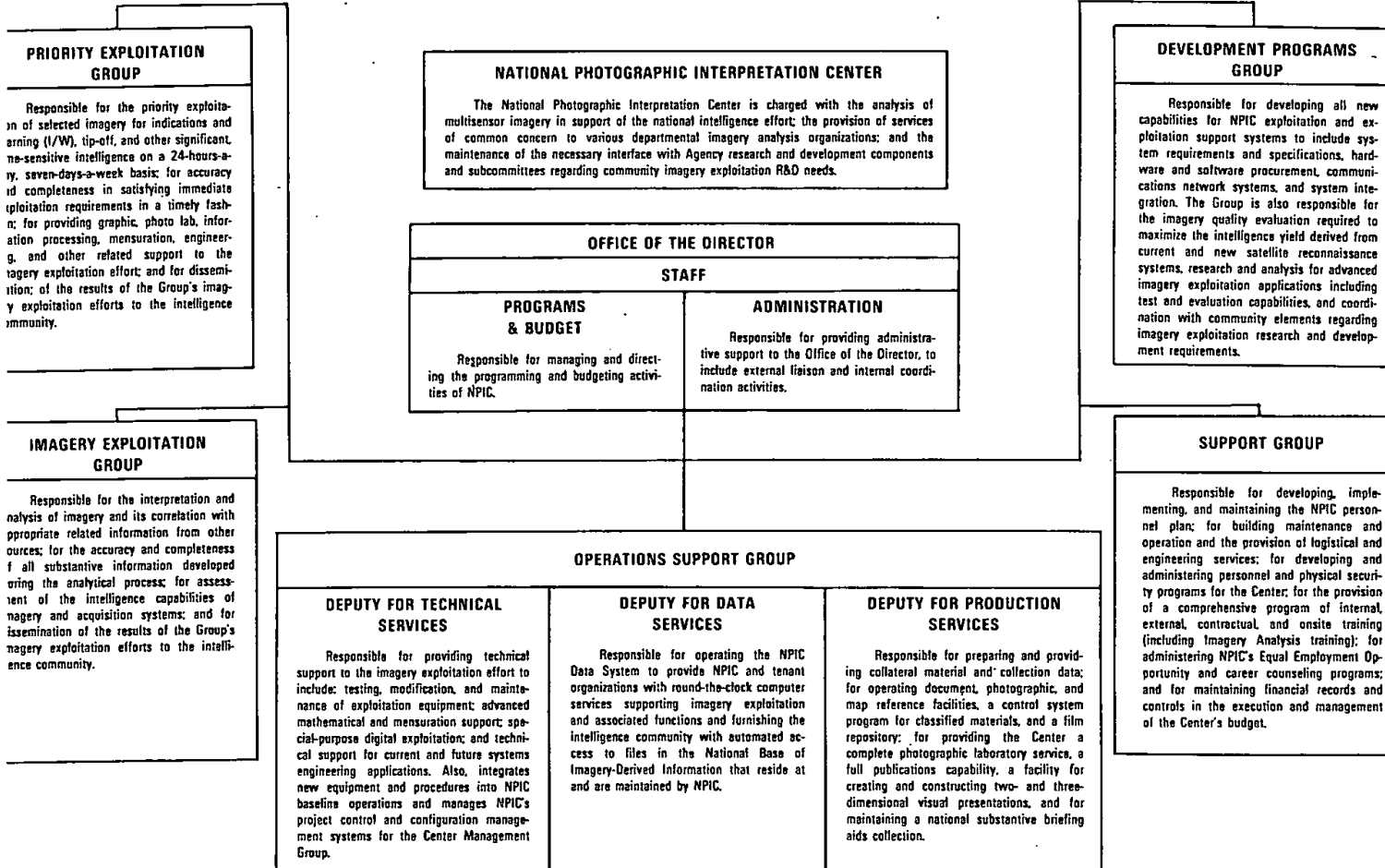
STAT

Mr. Hazzard was appointed Director, National Photographic Interpretation Center on 30 June 1978.

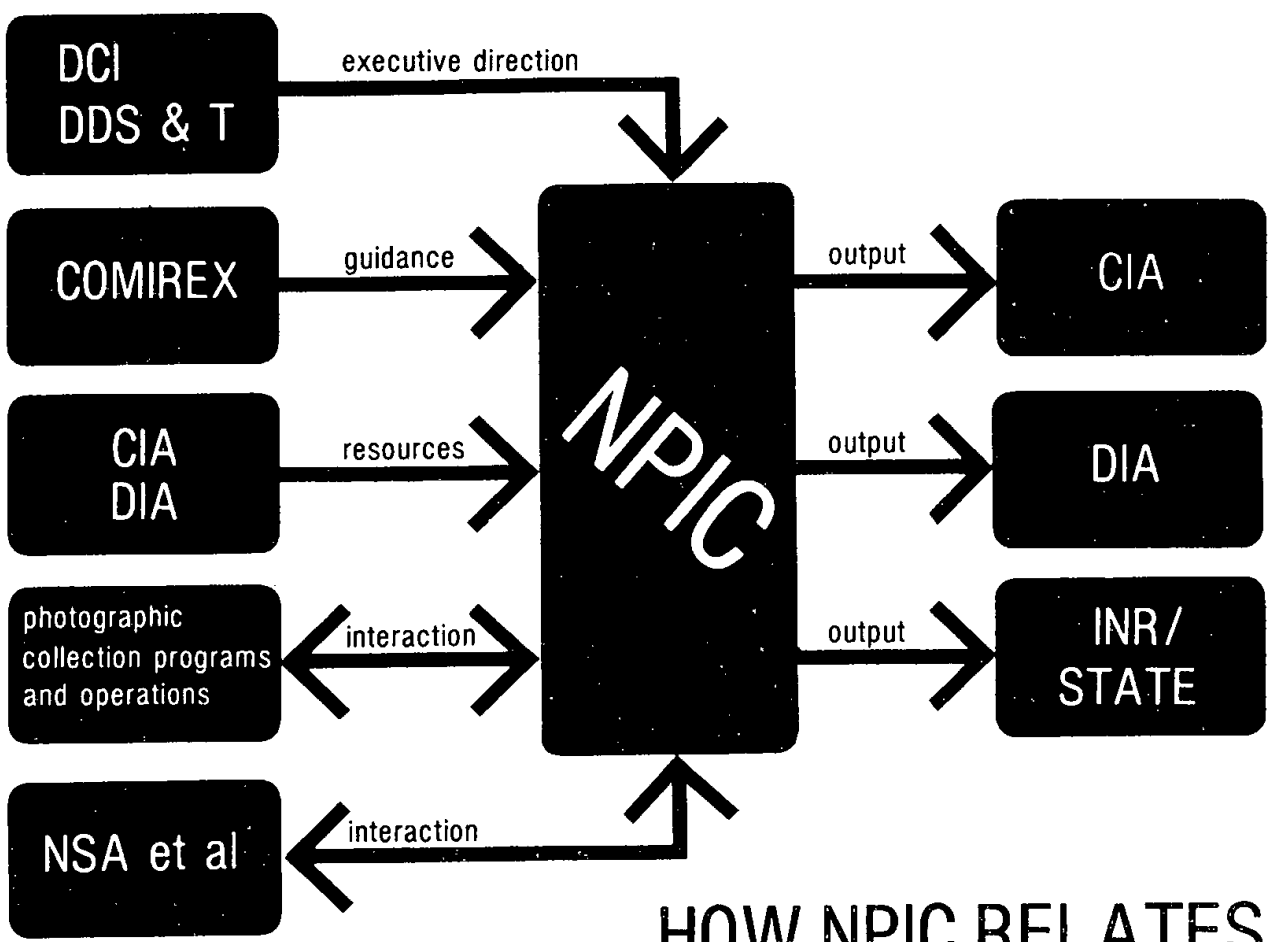
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INFORMATIONAL



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HOW NPIC RELATES

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NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

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Director
Deputy Director
Executive Officer
Assistant to the Director
National Security Agency Liaison Officer
United Kingdom Liaison Officer

IMAGERY EXPLOITATION GROUP

Chief, Imagery Exploitation Group
Asian Forces Division
Soviet Strategic Forces Division
Warsaw Pact Forces Division
Third World Forces Division
Operations & Resources Division

PRIORITY EXPLOITATION GROUP

Chief, Priority Exploitation Group
Operations Officers

OPERATIONS SUPPORT GROUP

Chief, Operations Support Group
Deputy for Technical Services
System Engineering Division
Engineering Support Division
Imaging Analysis Support Division
Configuration & Integration Division

Deputy for Data Services
Computer Services Division
Communications Division

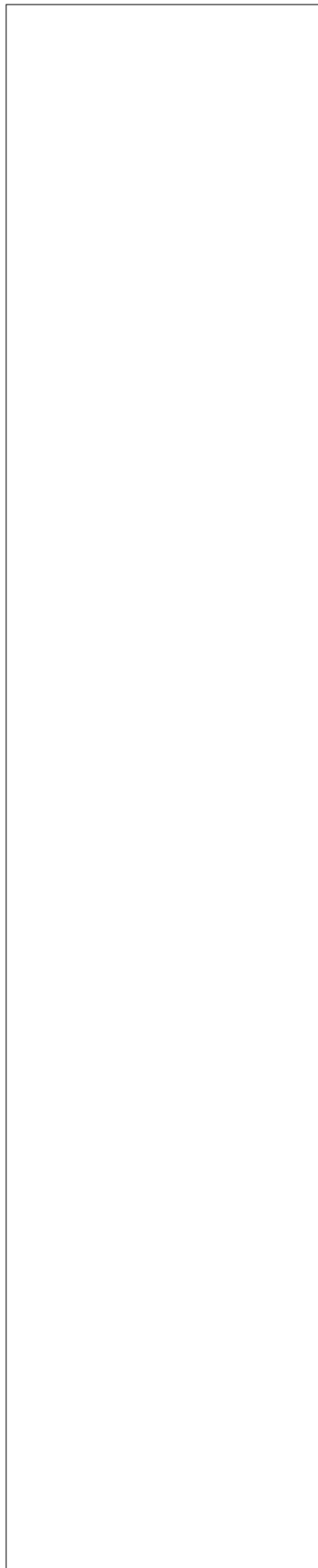
Deputy for Production Services
Photograph & Printing Division
Graphics & Publications Division
Reference Services Division

DEVELOPMENT PROGRAMS GROUP

Associate Directorate, Development Programs Group
System Engineering & Integration Division
Data Systems Division
Exploitation Systems Division
Research & Analysis Division

SUPPORT GROUP

Chief, Support Group
Training Division
Personnel Division
Logistics Division
Security Division
Finance Division
Career Development Division



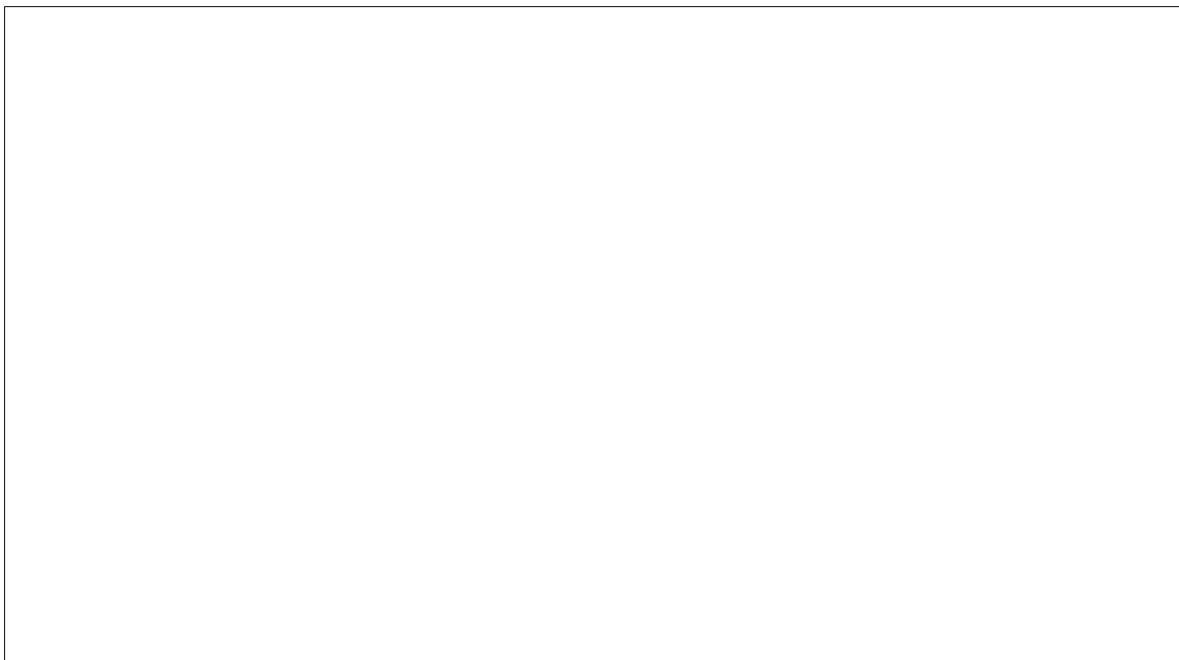
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ROBERT J. KOHLER

**Director
Office of Development and Engineering
SIS-04**



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Mr. Kohler was appointed the Director of Development and Engineering on 8 March 1982.

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OFFICE OF DEVELOPMENT AND ENGINEERING

MISSION

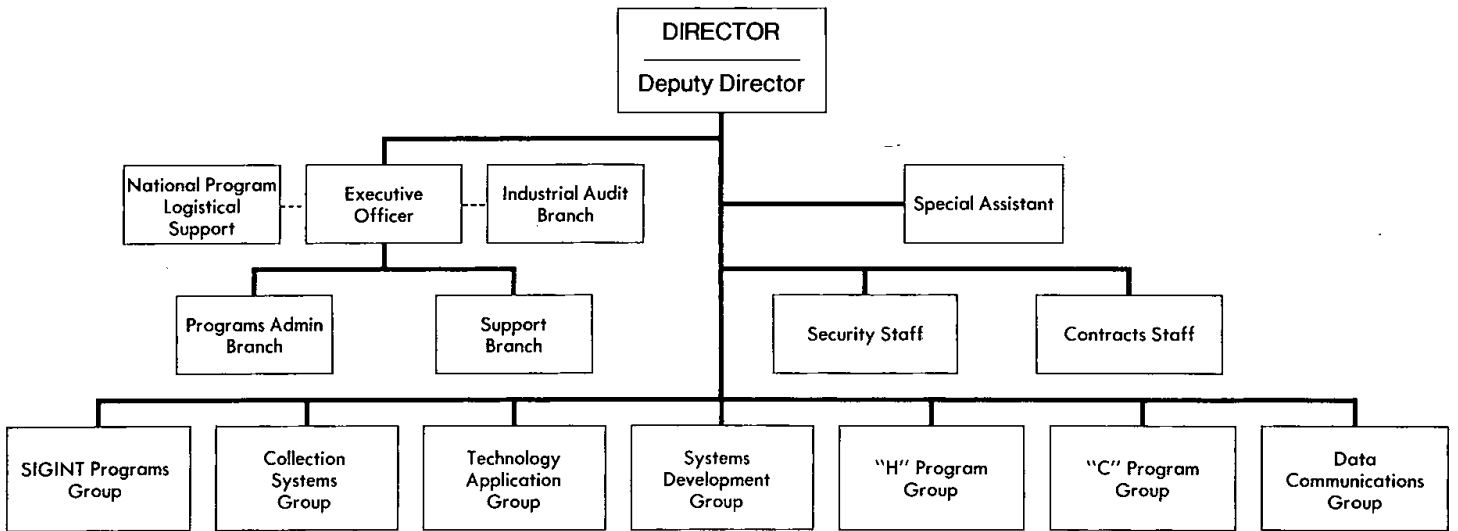
The Director of Development and Engineering is responsible for the development and operational support of sophisticated intelligence collection systems and for the advanced development leading to these systems; for mission and requirements analysis; and for the RD&E of communications equipment and imagery exploitation equipment.

FUNCTIONS

The Director of Development and Engineering will:

- a. Develop and deploy sophisticated intelligence collection systems to fulfill worldwide requirements of the Intelligence Community;
- b. Conduct RD&E in various technical areas in support of CIA operations;
- c. Develop technical collection systems and equipment.

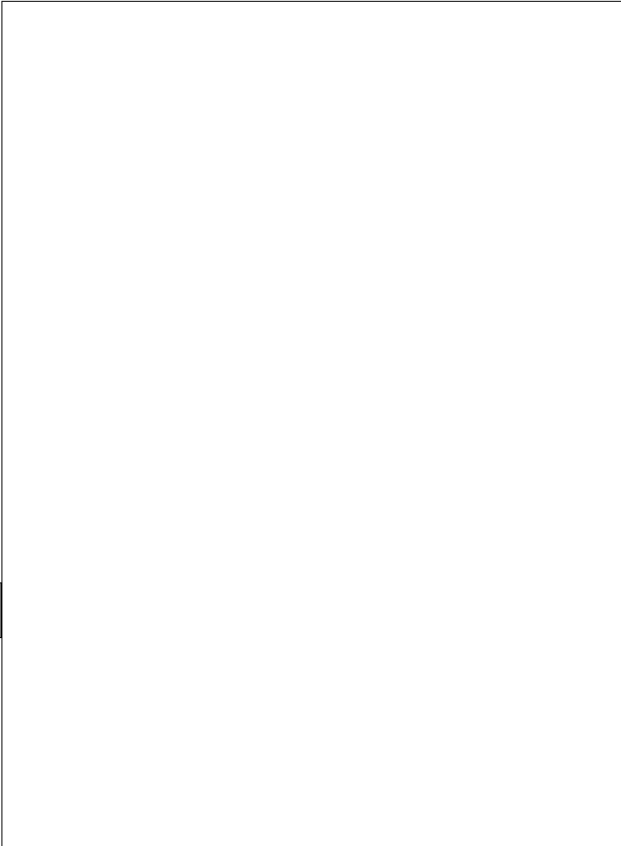
Office of Development and Engineering



OFFICE OF DEVELOPMENT AND ENGINEERING

OFFICE

- Director
 - Deputy Director
 - Special Assistant
- Executive Officer
 - Chief, Support Branch
 - Chief, Programs Administration Br
- Chief, Contracts Staff
- Chief, Security Staff
- Director, C Program Group
- Director, Collection Systems Group
- Director, Systems Development Group
- Director, Technology Applications
- Deputy Director,
- Director, Data Communications Group
- Director, S Program Group
- Director, H Program Group



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PHILIP K. ECKMAN

**Director of Research and Development
SIS-04**



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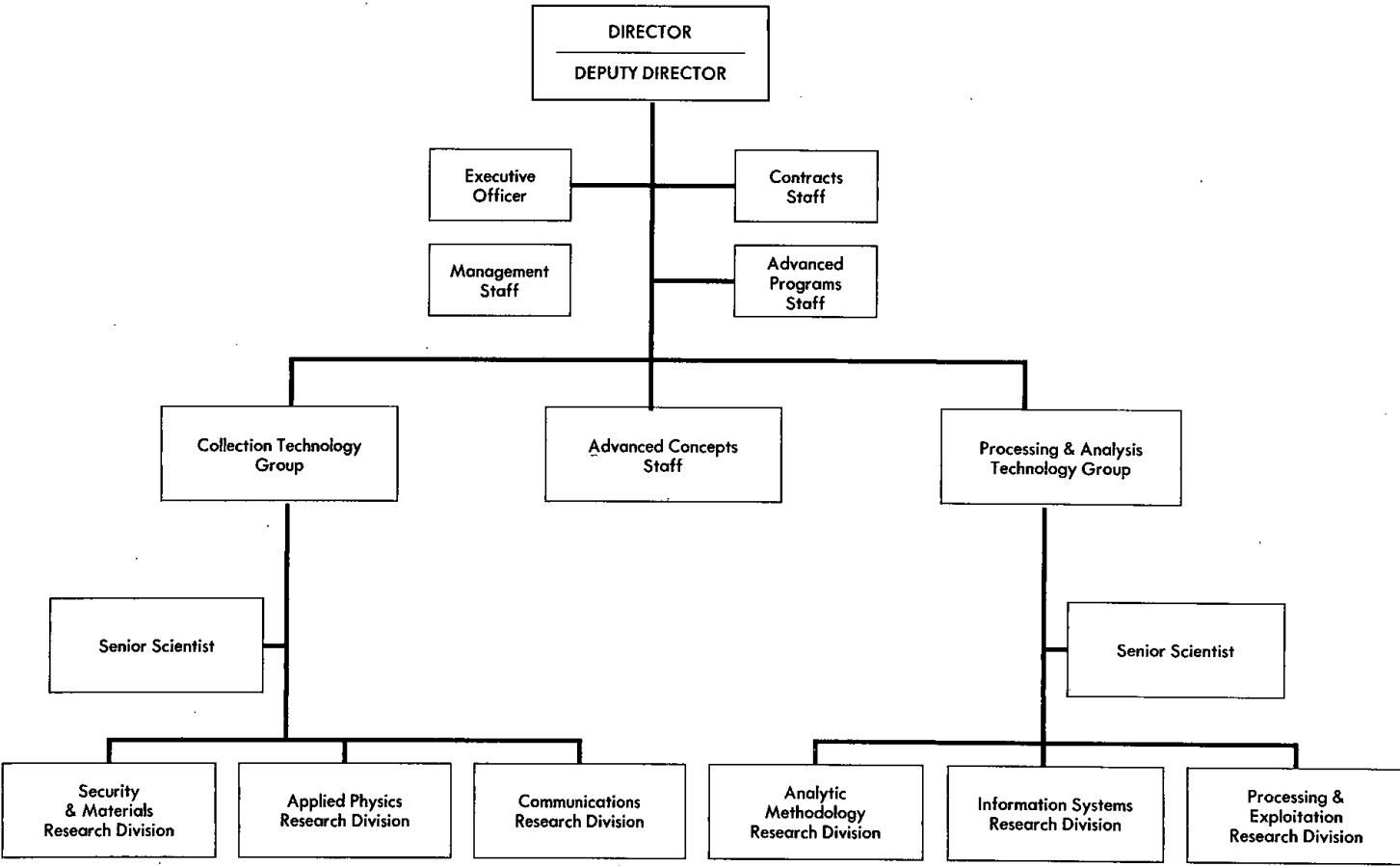
Dr. Eckman began his CIA career in March 1977 as Director of Research and Development.

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OFFICE OF RESEARCH AND DEVELOPMENT

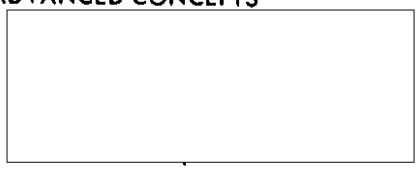


Office of Research and Development

Advanced Concepts Staff

C/ACS

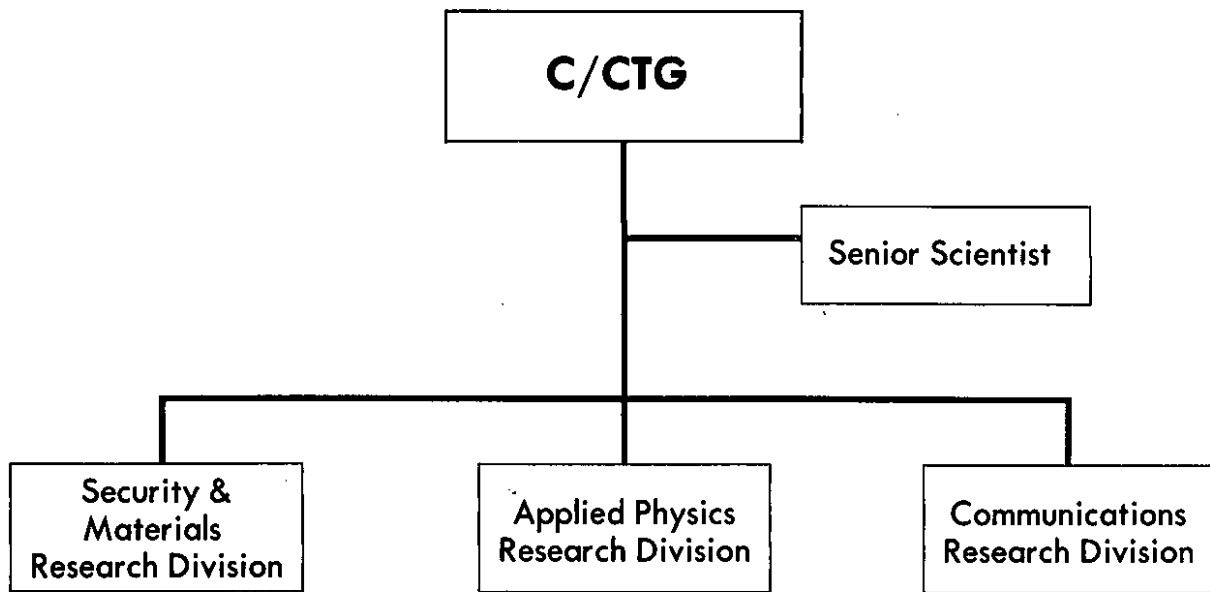
ADVANCED CONCEPTS



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Office of Research and Development

Collection Technology Group



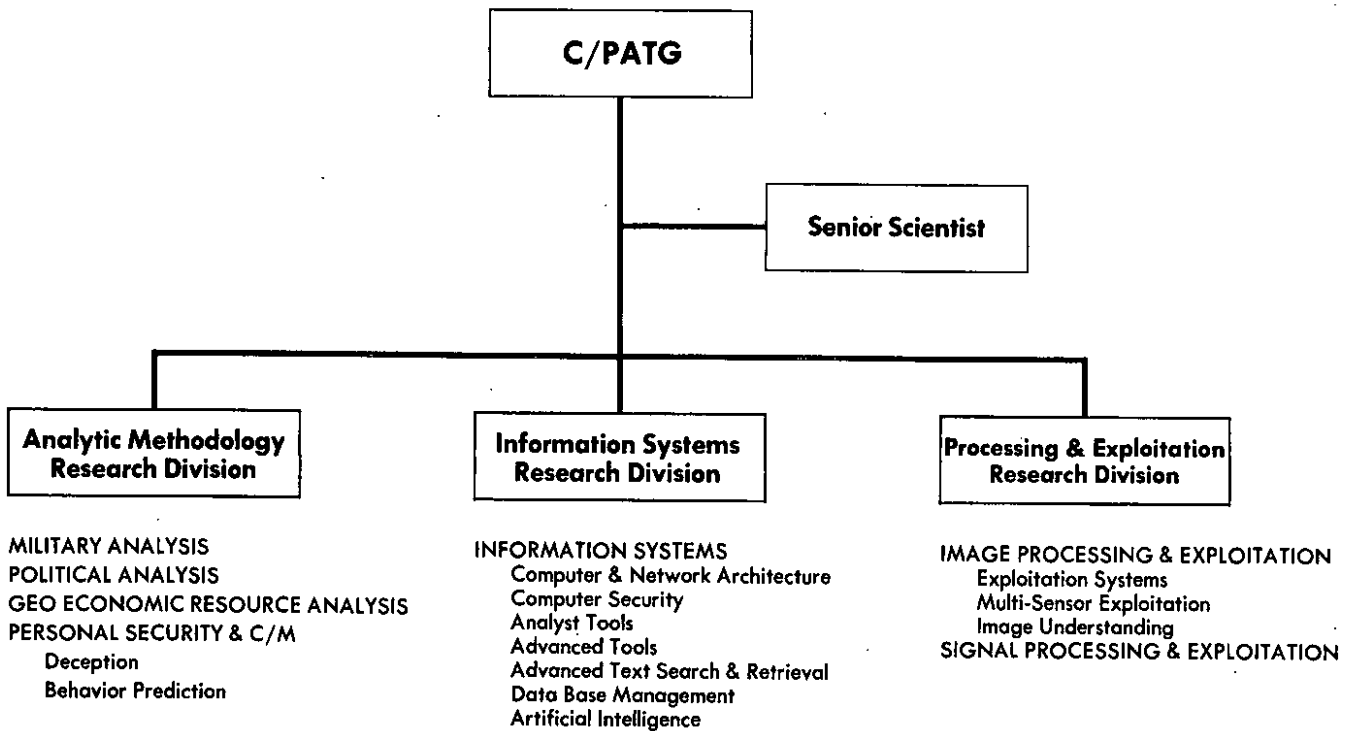
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SECRET

Office of Research and Development

Processing And Analysis Technology Group



SECRET

Office of Research and Development

Advanced Programs Staff, ORD

C/APS

ADVANCED PROGRAMS

Agency Programs
Community-wide Programs
Technical Program Management
Research involving Advanced Technology

OFFICE OF RESEARCH AND DEVELOPMENT

POINTS OF CONTACT

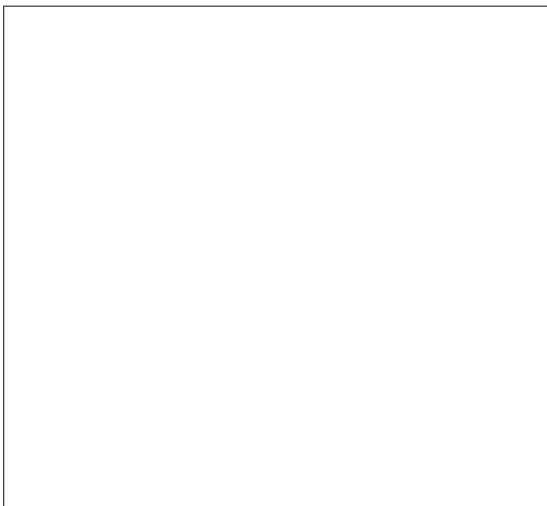
ADVANCED CONCEPTS STAFF

Advanced Concepts and Technology

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ADVANCED PROGRAMS STAFF

COLLECTION TECHNOLOGY GROUP



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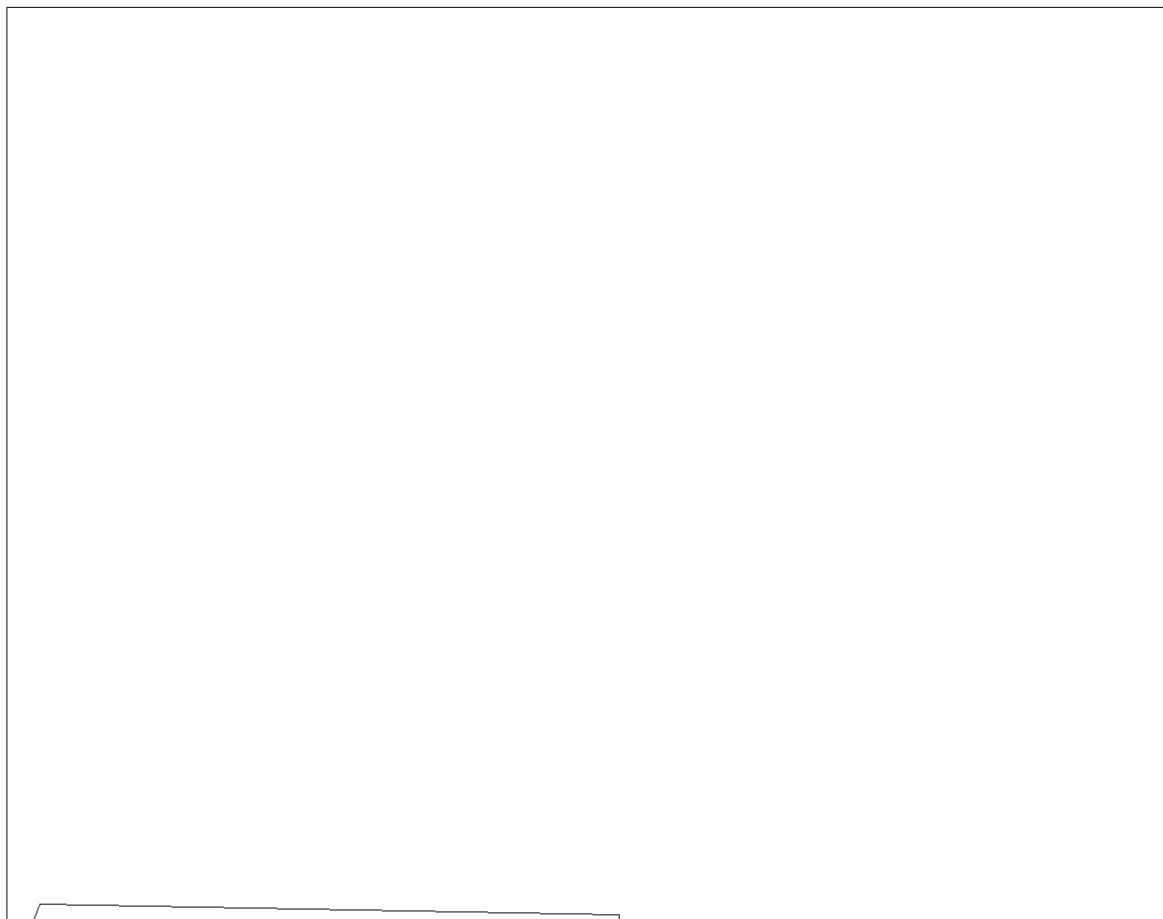
PROCESSING AND ANALYSIS TECHNOLOGY GROUP

- Military Analysis*
- Political Analysis*
- Geo-Economic Resources Analysis*
- Personal Security & Countermeasures*
- Information Systems*
- Image Processing & Exploitation*
- Signal Processing & Exploitation*



A. ROY BURKS

**Director
Office of SIGINT Operations
SIS-04**



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[redacted] in September 1981 was named to his current position as Director of SIGINT Operations.

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M. CORLEY WONUS

**Director of Technical Service
SIS-04**



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In June 1980 Mr. Wonus was appointed Director of the Office of Technical Service.

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