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DD/S 66-0907

16 FEB 1966

MEMORANDUM FOR: Deputy Director of Logistics

STAT



Attached is the copy of the agreement between FBIS and Printing Services Division which you attached to your memorandum of 20 January 1966. The new delivery procedure for FBIS Friday publications has been approved and is in effect.

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Executive Officer to the Deputy Director for Support

Attachment

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**AGREEMENT BETWEEN FOREIGN BROADCAST INFORMATION DIVISION
AND PRINTING SERVICES DIVISION FOR PRODUCTION OF FBID
EDITORIAL BRANCH PUBLICATIONS**

1. General

- a. The following arrangements are agreed to in order to insure rapid and efficient production and distribution of FBID Editorial Branch publications without overtaxing Printing Services Division facilities.
- b. This agreement supersedes all previous agreements and memoranda relative to the production of FBID Editorial Branch reports and publications.
- c. The agreement shall be effective for three years beginning 1 January 1965, but may be revised in the meantime by mutual consent should either party be forced by unusual circumstances to alter significantly its present level of operation.

2. Daily Reports

- a. Offset masters will be delivered by FBID to the PBD printing plant no later than 1600 hours each day.
- b. The offset masters will be printed by PBD during the evening shift and delivered to consumers at the earliest practicable hour the following morning.
- c. The total number of printed pages of the five daily reports shall not exceed 340, including contents pages but excluding covers. (This total includes the White Book.) No book shall exceed 96 pages including covers.
- d. The number of copies printed of each book shall not exceed:

(1) Far East,	775
(2) Latin America,	550
(3) USSR & East Europe,	825
(4) Middle East, Africa & West Europe,	675
(5) Foreign Radio Broadcasts (White Book),	<u>725</u>
Total	3550

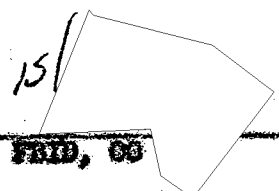
In the event it becomes necessary to increase the overall number of Daily Report copies beyond the total indicated above, the maximum number (2 e above) of pages for all Daily Reports will be reduced by four for each ten percent increase in number of copies.

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- e. In exceptional circumstances, dictated by major international developments, the total number of pages may exceed 340 and run to 360. In such cases ad hoc arrangements for printing will be made between FIB and FSD at the beginning of the working day.
- 3. When it is necessary to print a Supplement or a World Reaction Report along with the Daily Reports, the number of pages of the Supplement or World Reaction Report is to be included in the maximum number of pages mentioned in paragraph 2 c and e above.
- 4. A maximum of 500 offset masters of Economic, Technical, and Geographic Abstracts (two per master) will be delivered to FSD each week. These will be produced within one week and distributed by FSD within ten days of receipt.


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15/ 

 Chief, FIB, OS

6 Nov 64
 Date

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 Chief, FSD, OL

2 NOV 1964
 Date

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