

SEC. CL. ORIGIN

CONTROL NO.

Declassified in Part - Sanitized Copy Approved for Release 2013/07/30

CIA-RDP12-00036R000100040019-7 USE DATE

CROSS REFERENCE OR POINT OF FILING

2/15

TO  
FROM  
SUBJ.

DD/S

D/L

Requested Increase in FBIB  
Daily Reports

*filed*

ROUTING	DATE SENT
EO	2-15
PSD	3-8

Memo Cancelled

Declassified in Part - Sanitized Copy Approved for Release 2013/07/30

CIA-RDP12-00036R000100040019-7

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### ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Requested Increase in FBIS Daily Reports

FROM:  Director of Logistics	EXTENSION	NO.
	DATE	

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		

1. Deputy Director for Support				<p>Memo cancelled because [ ] sat on it and failed to forward to D/L for signature. He had it from 15 February 1967 until 7 March 1967 when Bannerman called [ ] to find out what had been done about the problem. Bannerman ordered [ ] to go ahead with increase making memo unnecessary.</p> <div style="border: 1px solid black; width: 200px; height: 80px; margin: 10px auto;"></div>
2.				
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OL 7 1055

FORM 3-62 **610** USE PREVIOUS EDITIONS  SECRET  CONFIDENTIAL  INTERNAL USE ONLY  UNCLASSIFIED

ADMINISTRATIVE  
INTERNAL USE ONLY

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Requested Increase in FBIS Daily Reports

REFERENCES : (a) Memo dtd 6 Dec 66 to D/L fr D/FBIS,  
Subject: FBIS-PSD Production  
Agreement 30 October 1964

(b) Memo dtd 23 Dec 66 to D/FBIS fr D/L,  
Subject: Proposed Increase in FBIS  
Daily Reports

(c) Memo dtd 30 Jan 67 to C/PSD/OL fr  
C/ED/FBIS, Subject: Publication of  
New Communist China Daily Report for  
FBIS

1. This memorandum is for your information only.

2. By memorandum dated 6 December 1966 the Director, Foreign Broadcast Information Service notified us of the need to increase the daily total number of pages of FBIS material by approximately 35. We replied to this request by memorandum dated 23 December 1966 informing FBIS that, because of severe budget limitations resulting from the pending move into the new printing services building, no funds were available this fiscal year with which to purchase additional equipment needed to print the increased number of pages. They were also informed that because of tight personnel ceilings it would not be possible for PSD to assign additional people to this operation at this time. We told them that we would review the situation early in the next fiscal year to determine if a new press could be purchased and if personnel could be made available for assignment to this operation.

3. Nothing was heard from FBIS following our memo until 26 January 1967, when the Chief, Editorial Division, FBIS, contacted the Chief, Printing Services Division by telephone to see if PSD could, with its present equipment and personnel, undertake to print a second Far East publication devoted entirely to Communist China. It was determined that since this publication would be drawn primarily from the present Far East publication very little additional presswork would be necessary. There would, however, be additional work in the binding of the publications. PSD agreed to undertake this additional work and is now producing the additional publication on a daily basis.

ADMINISTRATIVE

OL 7 1055

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REF ID: A67117  
**INTERNAL USE ONLY**

**SUBJECT:** Requested Increase in FBIS Daily Reports

4. After your telephone call of 11 February 1967 to the Chief, Printing Services Division regarding a conversation that you had with Mr. Edward Proctor of DDI on the necessity for an additional increase in the FBIS daily reports, the Chief, PSD has undertaken to determine whether or not this additional work could be done with existing resources prior to next fiscal year. A discussion of this matter was held with the Deputy Director, FBIS who seemed surprised that Mr. Proctor had mentioned the matter to you. We gather from this that FBIS has been satisfied to wait until early in next fiscal year for a review of the situation as proposed in our memorandum of 23 December 1966. The Chief, PSD informs me that since the capability of the night force is fully utilized in producing the publications as they now stand it will not be possible to increase the publications as requested by using only this work force. The increase could be undertaken immediately by the assignment of one press operator on the day shift to spend each afternoon working on these publications. FBIS has indicated that they will be able to get sufficient plates to the plant by noon each day to make this arrangement possible.

5. PSD has purposely avoided an arrangement such as that mentioned above because of the severe limitations of personnel in this Division. Such an arrangement will, of course, take the additional employee off of other Agency work with a resultant loss of production where badly needed. We believe that this is the only way that we can handle the requested increase with our existing resources in the present location. After the move of the PSD plants to Langley the FBIS operation will be located in the basement plant of the headquarters building. At this time we hope to have a little additional flexibility in that there will be other employees working the night shift in this plant. We are hopeful that at that time we will be able to handle the increased workload by the night force alone and not have to utilize a day employee as outlined above. We had this in mind when proposing to FBIS that we review the situation early in next fiscal year.

6. As indicated above we would prefer to undertake the increased FBIS printing after the relocation of this printing operation to the basement plant sometime after the first of next fiscal year. But since Mr. Proctor has indicated to you that the situation is critical we are prepared to undertake the increased printing immediately if you desire us to do so.

George E. Meloon  
Director of Logistics

3 Atts:  
Refs

**ADMINISTRATIVE**  
**INTERNAL USE ONLY**

*Attachment A.*

ADMINISTRATIVE -- INTERNAL USE ONLY

6 December 1966

MEMORANDUM FOR: Director of Logistics

SUBJECT: FBIS Daily Reports

REFERENCE: FBIS-PSD Production Agreement 30 October 1964

1. Production of the FBIS Daily Report is governed by the FBIS-PSD production agreement of 30 October 1964. This agreement, effective 1 January 1965, is valid for three years but provides for revision by mutual consent. The purpose of this memorandum is to indicate that a revision will be required for FY-68.

2. FBIS operational planning will result in an increase of publishable material by July 1967. This increase, coupled with material already being received which merits publication, will amount to some 35 pages per day that cannot be accommodated within present page limitations.

3. It is proposed that the total daily maximum be increased from 340 to 375 pages to insure that significant material will not be delayed or discarded because of the present ceiling.

4. Further revision of the agreement will be required if, as is anticipated, the bulk of the additional material deals with the Far East. Because of the 88-page technical limitation on the size of each of the five daily publications, the Far East Daily Report may have to be divided into two publications of approximately equal size.

ROGER G. SEELY  
Director  
Foreign Broadcast Information Service

Attachment:  
FBIS-PSD Production Agreement

OL 6 8571

ADMINISTRATIVE -- INTERNAL USE ONLY

INTERNAL USE ONLY

Attachment B

23 DEC 1966

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

SUBJECT : Proposed Increase in FBIS Daily Reports

REFERENCE : Memo dtd 6 Dec 66 to D/L fr D/FBIS,  
subj: FBIS-PSD Production Agreement  
30 October 1964

1. Reference notifies the Office of Logistics of expected increases in FBIS Daily Report production and proposes an increase in the total daily maximum from 340 to 375 pages by July 1967. There is also mentioned the possibility of dividing the Far East Daily Report into two publications if the bulk of the additional material deals with the Far East.

2. In order to handle an increase in FBIS Daily Reports it will be necessary for the Printing Services Division to acquire an additional press. Because of the expense of moving into the new Printing Services Division building later in this fiscal year there are no FY 1967 funds available with which to purchase this additional press. Depending upon the amount of money available in the FY 1968 Printing Services Division budget consideration will be given to ordering this press early in FY 1968.

3. The Office of Logistics has recently taken rather severe cuts in personnel ceiling. Printing Services Division has, of course, taken a portion of this overall personnel cut. Consequently, it will not be possible to assign additional personnel to the FBIS printing operation. If we find it possible to purchase the additional press in FY 1968 we will determine if the additional FBIS Daily Report workload can be performed by the available personnel. The Chief, Printing Services Division, will then contact you to work out any possible revision in the FBIS-PSD Production Agreement.

Signed: George E. Meloon  
George E. Meloon  
Director of Logistics

## Distribution:

- Orig & 1 - Addressee
- ① - OL/PSD
- 1 - OL Official File
- 1 - D/L Chrono

STAT

OL/PSD

(21 Dec 66)

OL 6-8571a

ADMINISTRATIVE

INTERNAL USE ONLY

Attachment C

30 January 1967

MEMORANDUM FOR: Chief, Printing Services Division, OL

FROM: Chief, Editorial Division, FBIS

SUBJECT: Publication of New Communist China Daily Report for FBIS

REF: (a) Agreement between FBIS and PSD, signed 2 November 1964

(b) Memorandum for Director of Logistics from Director, FBIS dated 6 December 1966; Subject: FBIS Daily Reports

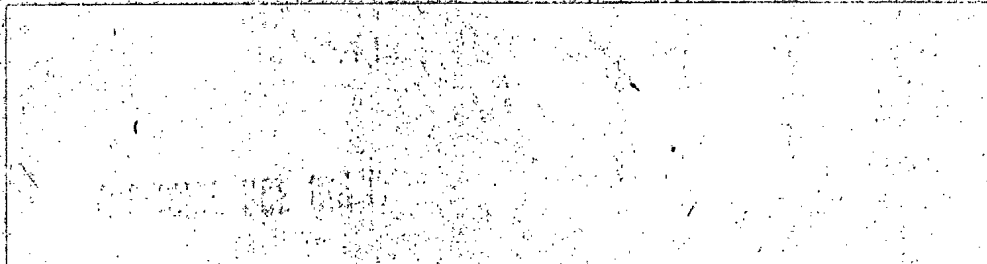
(c) Memorandum for Director, FBIS from Director, Logistics dated 23 December 1966; Subject: Proposed Increase in FBIS Daily Reports

(d) Telephone Conversation Between Chief, PSD and Chief, Editorial Division 26 January 1967

1. The purpose of this memorandum is to confirm verbal agreement of 26 January 1967 between Chief, PSD and Chief, Editorial Division for the publication of an additional (Communist China) Daily Report for FBIS. In this conversation it was agreed that PSD would undertake this new publication subject to the following conditions:

- (a) that PSD be granted 72 hours to publish all Daily Report supplements;
- (b) that total number of pages in all volumes of the Daily Report remain unchanged, or as set forth in Reference (a) above;
- (c) and that overall number of Daily Report copies not be increased beyond present levels.

2. FBIS agrees to these conditions, and will not increase either total page allotment or overall number of Daily Report copies without consultation with and agreement from PSD. However, we believe it necessary to point out that current conditions in Communist China and other areas of the Far East have subjected FBIS to ever-increasing pressures from consumers for increase in number of pages allotted to these

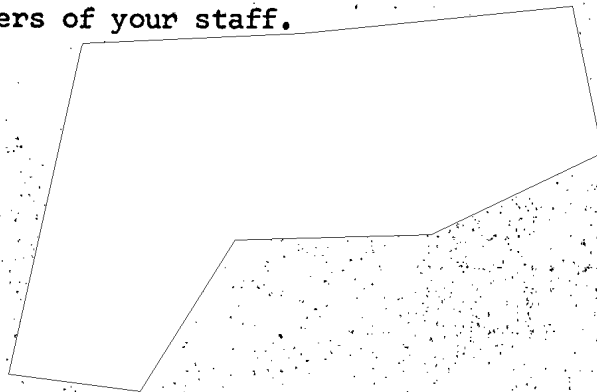




(OFFICIAL USE ONLY)

areas. We are also being subjected to gradual but inexorable pressures to increase number of Daily Report copies. We therefore believe that future planning, both in PSD and FBIS, should provide for these increases, which are for the most part beyond FBIS control.

3. FBIS has set a target date of 6 February 1967 for establishment of the new Communist China Daily Report. This date will be firmly established, and publication details will be worked out, in consultation with members of your staff.



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~~Ed Proctor~~

Mr. Bannerman called <sup>at</sup> 1130 to  
 say that Ed Proctor of FBIS  
 had contacted him regarding the  
 need to increase the number of  
 FBIS material produced each  
 night. Reviewed with Bannerman  
 the situation and <sup>mentioned</sup> memos  
 from D/H to FBIS re ~~proctor~~  
 looking into this problem after  
 first of July when funds will  
 be available for new press. He <sup>thinks situation critical and</sup>  
 wants <sup>us</sup> to review situation and  
 come to him with possible answers  
 first part of next week. D/H to  
 call him to set up meeting after

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30 January 1967

MEMORANDUM FOR: Chief, Printing Services Division, OL

FROM: Chief, Editorial Division, FBIS

SUBJECT: Publication of New Communist China Daily Report for FBIS

REF: (a) Agreement between FBIS and PSD, signed 2 November 1964

(b) Memorandum for Director of Logistics from Director, FBIS dated 6 December 1966; Subject: FBIS Daily Reports

(c) Memorandum for Director, FBIS from Director, Logistics dated 23 December 1966; Subject: Proposed Increase in FBIS Daily Reports

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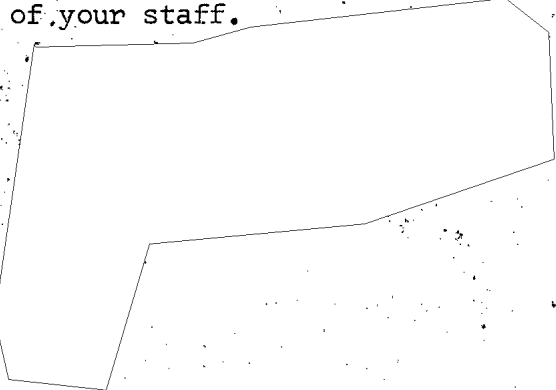
*Copies for Young's Hall  
2/2/67*

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ADMINISTRATIVE  
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23 DEC 1966

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

SUBJECT : Proposed Increase in FBIS Daily Reports

REFERENCE : Memo dtd 6 Dec 66 to D/L fr D/FBIS,  
subj: FBIS-PSD Production Agreement  
30 October 1964

1. Reference notifies the Office of Logistics of expected increases in FBIS Daily Report production and proposes an increase in the total daily maximum from 340 to 375 pages by July 1967. There is also mentioned the possibility of dividing the Far East Daily Report into two publications if the bulk of the additional material deals with the Far East.

2. In order to handle an increase in FBIS Daily Reports it will be necessary for the Printing Services Division to acquire an additional press. Because of the expense of moving into the new Printing Services Division building later in this fiscal year there are no FY 1967 funds available with which to purchase this additional press. Depending upon the amount of money available in the FY 1968 Printing Services Division budget consideration will be given to ordering this press early in FY 1968.

*Purchased  
new 1275 w  
to meet  
requirements*

3. The Office of Logistics has recently taken rather severe cuts in personnel ceiling. Printing Services Division has, of course, taken a portion of this overall personnel cut. Consequently, it will not be possible to assign additional personnel to the FBIS printing operation. If we find it possible to purchase the additional press in FY 1968 we will determine if the additional FBIS Daily Report workload can be performed by the available personnel. The Chief, Printing Services Division, will then contact you to work out any possible revision in the FBIS-PSD Production Agreement.

Signed: George E. Meloon  
George E. Meloon  
Director of Logistics

*see memo for  
rec'd dated  
7 March 67  
stationary DD/S  
ok'd OT to take  
care of*

Distribution:

- Orig & 1 - Addressee
- ① - OL/PSD
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- 1 - D/L Chrono

ADMINISTRATIVE

OL/PSD

(21 Dec 66)

OT: 6-8571

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ADMINISTRATIVE -- INTERNAL USE ONLY

6 December 1966

MEMORANDUM FOR: Director of Logistics  
SUBJECT: FBIS Daily Reports  
REFERENCE: FBIS-PSD Production Agreement 30 October 1964

1. Production of the FBIS Daily Report is governed by the FBIS-PSD production agreement of 30 October 1964. This agreement, effective 1 January 1965, is valid for three years but provides for revision by mutual consent. The purpose of this memorandum is to indicate that a revision will be required for FY-68.

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ROGER G. SEELY  
Director

Foreign Broadcast Information Service

Attachment:  
FBIS-PSD Production Agreement

UL 5 85/1

ADMINISTRATIVE -- INTERNAL USE ONLY

UNITED STATES GOVERNMENT

*Memorandum*

TO : Chief, Printing Services Division

DATE: 15 December 1966

FROM : Superintendent, Plant No. 1

SUBJECT: Page Increase in the FBIS Daily Reports

The request from the Director of FBIS to increase the number of pages in the FBIS Daily Reports from 340 to 375 cannot be absorbed by the present staff or equipment in this operation.

The 3 presses used in this operation are fully utilized and when any additional printing is required such as supplements, special reports, etc., they are taxed to the fullest and any minor breakdown or paper trouble means working over to get the reports out on schedule. We have been very fortunate in this operation never to have had a serious breakdown which would have prevented these reports from being distributed on time.

To accomplish what is desired by the Director of FBIS, we should install a fourth press and if at all possible increase the staff by one more employee. This will give the operation the additional capability in the pressroom that will be necessary as well as backstop the personnel situation when employees are sick or on leave of any kind. Also, strict adherence to our agreement with FBIS must be maintained such as, reducing the number of pages in the reports by the same number of pages that are put into the Supplements or any other Special Reports. Also, strict compliance with our agreement about the number of copies that are to be printed of each report and reduce the number of pages in the reports when a 10% increase in the number of copies are necessary for wider distribution. This must be done in their operation without us having to inform them.

I believe if this is done we can take care of the request from the Director of FBIS.



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