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22 July 1946

CENTRAL INTELLIGENCE GROUP

C.I.G. ADMINISTRATIVE [REDACTED]

25X1A

ORGANIZATION AND FUNCTIONS OF THE CENTRAL INTELLIGENCE GROUP

25X1A

- References: a. C.I.G. Directive [REDACTED] "Reorganization of the Central Intelligence Group", 19 July 1946.
- b. C.I.G. Administrative [REDACTED] "Organization and Functions of Executive Office", 22 July 1946.

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1. Attached hereto are charts showing the tentative organization and functions of the components of the Central Intelligence Group down to and including the branch level, except for the Interdepartmental Coordinating and Planning Staff for which only general functions are outlined. These charts are intended as a general guide in building the final detailed organization which will be progressively adopted consistent with the availability of personnel, space and funds.

2. Acting Assistant Directors of the Offices, and the Acting Chief of the Interdepartmental Coordinating and Planning Staff will submit to the Executive Director detailed recommendations as follows: (a) changes in proposed organization of their respective offices and staff to branch level; (b) detailed organization of divisions, sections, and units within each branch of their respective organizations.

3. The Office of Special Operations and the Office of Research and Evaluation will continue their current operations and will progressively expand existing organization and functions along lines prescribed in the attached charts, amended where necessary in accordance with procedures outlined in paragraph 2 above.

4. Because of the limited personnel presently available, the Office of Collection, Office of Dissemination, and the Interdepartmental Coordinating and Planning Staff activities will

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NO CHANGE in Class.

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Class. CHANGED TO: TS S C

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necessarily be restricted largely to planning for future operations. However, operations will begin as early as practicable and will progressively expand along lines indicated by the attached charts, amended where necessary by action outlined in paragraph 2 above.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

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Colonel, CAC
Executive for Personnel and
Administration

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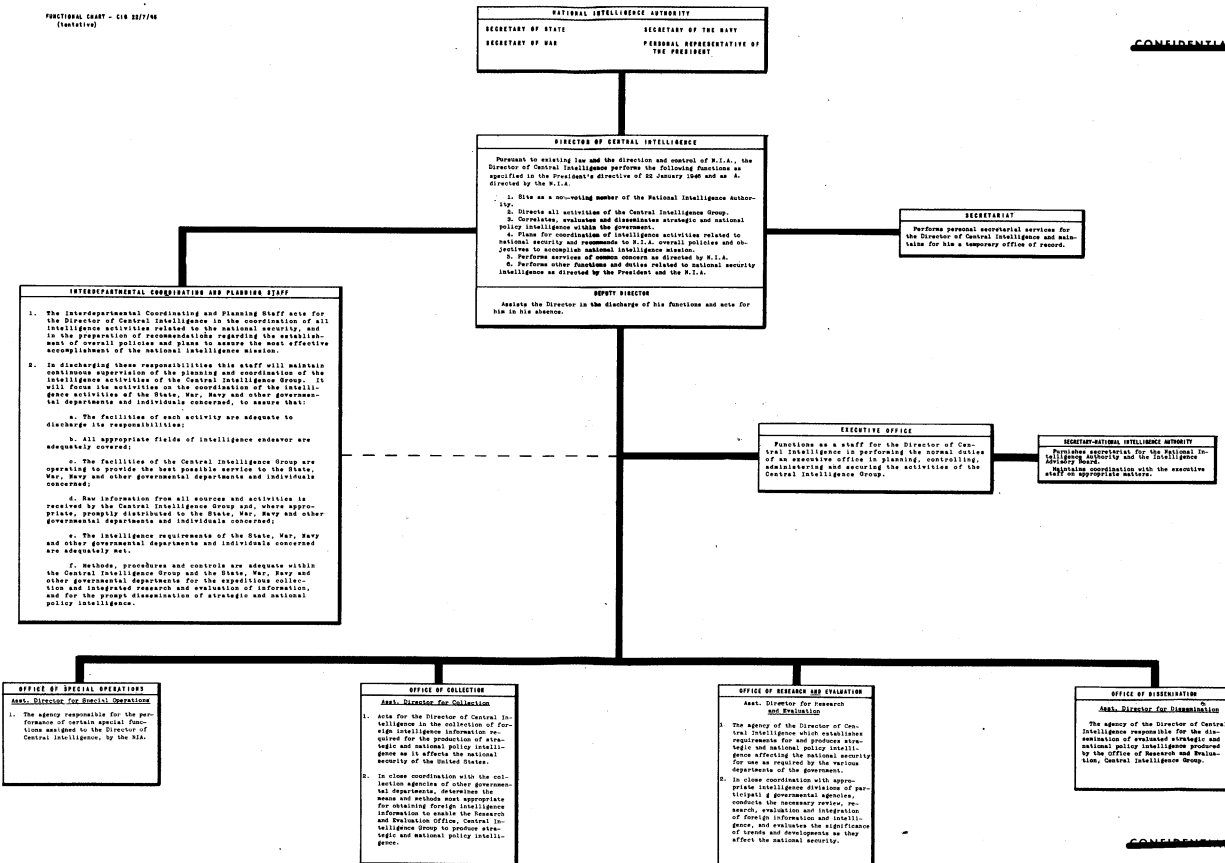
TENTATIVE ORGANIZATION AND FUNCTIONS OF THE CENTRAL INTELLIGENCE GROUP

22 July 1946

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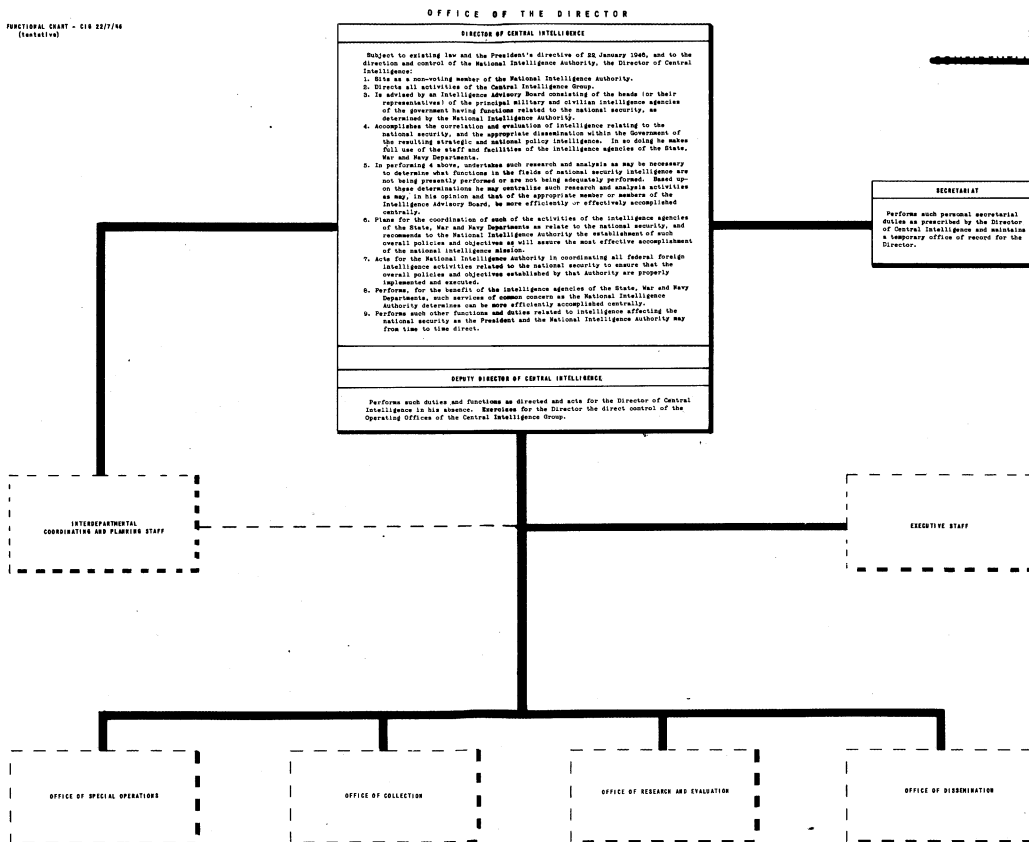
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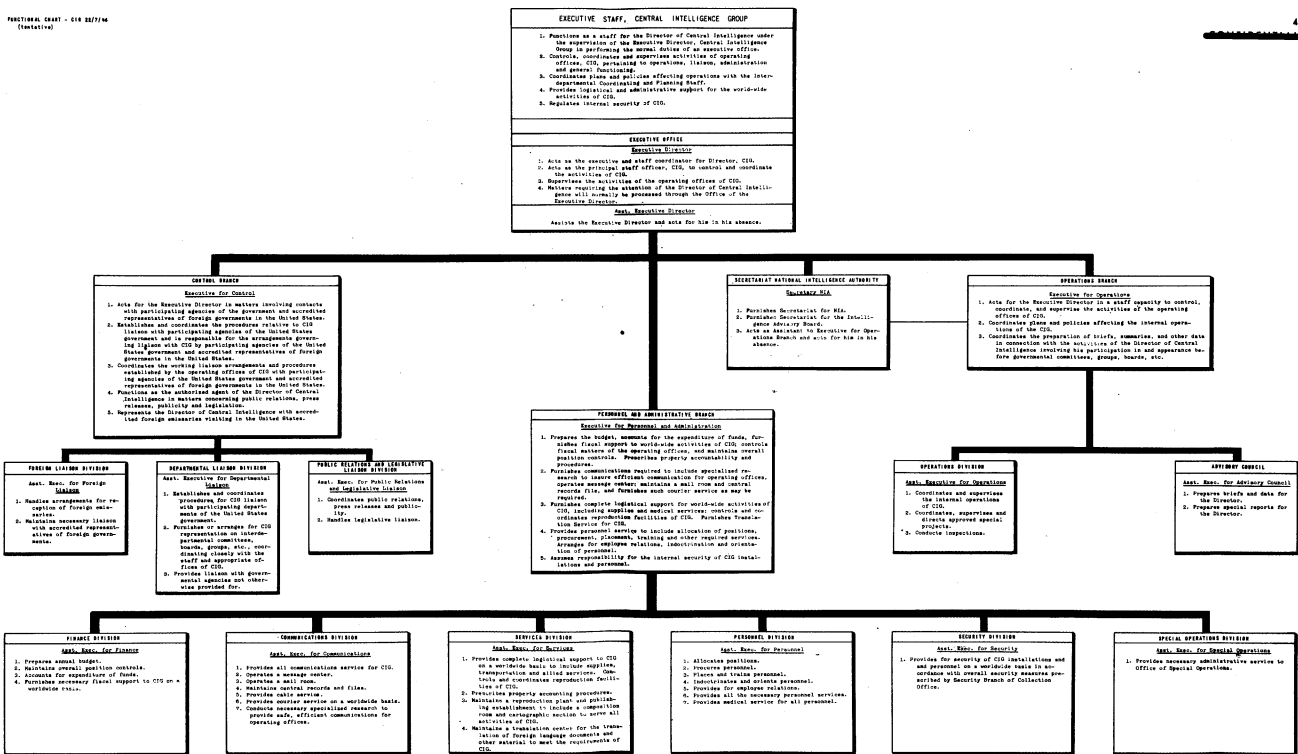
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FUNCTIONAL CHART - CIE 22/74
(Continued)

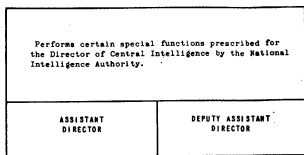


FUNCTIONAL CHART - CIA 202716 (Continued)



FUNCTIONAL CHART - CIG 22/7/46
(tentative)

OFFICE OF SPECIAL OPERATIONS



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FUNCTIONAL CHART - CIB 007704
(Relative)

OFFICE OF COLLECTION

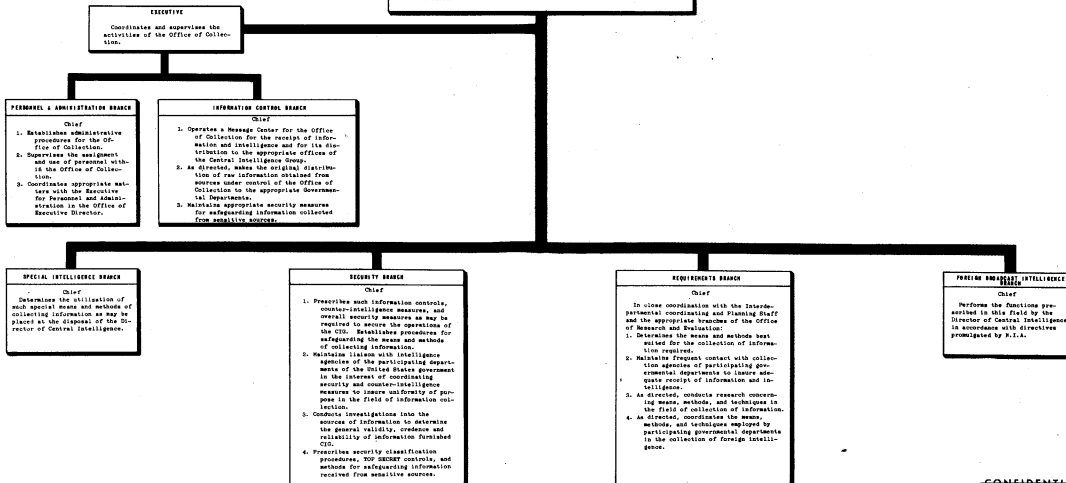
Acts for the Director of Central Intelligence in the collection of information in various fields of foreign intelligence which is required for the production of strategic and national policy intelligence as it affects the national security.

ASSISTANT DIRECTOR OF THE OFFICE OF COLLECTION

- Based on requirements established by the Research and Evaluation Office and the Interdepartmental Coordinating and Planning Staff determines the means and methods best suited for the collection of information essential to the development of the national intelligence objectives.
- In close coordination with the collection agencies of other governmental departments and the Interdepartmental Coordinating and Planning Staff, takes the necessary steps to insure the timely and adequate receipt of information required for the production of strategic and national policy intelligence affecting the national security.
- In conjunction with the Interdepartmental Coordinating and Planning Staff and the Office of Special Operations, conducts combat research into the field of collection of information, and recommends new means, methods and techniques for improving the overall intelligence coverage by United States governmental collection agencies.
- Together with the Interdepartmental Coordinating and Planning Staff, acts as a coordinator of the means, methods and techniques employed by the participating agencies of the government involved in the collection of foreign information and intelligence, particularly as it affects the national security of the United States.
- Establishes administrative channels for the rapid distribution of all information to the appropriate fieldheads and branches within the Central Intelligence Group authorized and required to handle such information. Also makes the original distribution to appropriate Governmental Departments of the raw information obtained from sources under control of the Office of Collection.
- Prescribes and regulates for the entire Central Intelligence Group overall security and counter-intelligence measures, and such controls as may be required to control TOP SECRET material and safeguard the information received from sensitive sources.

DEPUTY ASSISTANT DIRECTOR

Performs duties as directed by the Assistant Director and acts for him in his absence.



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OFFICE OF RESEARCH & EVALUATION

1. In the agency of the Director, ORE, which in coordination with the Interdepartmental Coordinating and Planning Staff establishes requirements for and produces strategic and national analysis intelligence affecting the national security for use as required by the various departments of the government.

2. In close coordination with appropriate intelligence divisions of participating governmental agencies conduct the necessary review, research and preparation of information and intelligence, and evaluate the significance of trends and developments as they affect the national security.

Act: Director, For Research and Evaluation

1. Coordinate all appropriate activities with the Interdepartmental Coordinating and Planning Staff.

2. In close coordination with participating governmental agencies, determine the intelligence requirements of the United States Government and prepare plans for the accomplishment of the intelligence mission of the ORE.

3. Establish the requirements for information and intelligence from State, War, Navy and other departments of the government in the form of instructions of primary interest to those departments. Review, discuss and designate such material to be furnished through the ORE, and prepare the requisite strategic and national intelligence product for dissemination to meet the requirements of governmental agencies and individuals concerned.

4. Assess the adequacy of information and intelligence furnished to State, War, Navy and other governmental agencies.

5. Prepare and file such studies, estimates, and reports as may from time to time be necessary in the interest of national security of the United States and evaluate the significance of trends which may affect the national security.

6. Produce strategic and national intelligence for use by other governmental agencies and individuals requiring it, based upon the research and analysis of political, economic, military, scientific, biological, psychological, sociological, historical, geographical information and all sources.

7. Prepare and keep current the ORE's intelligence plan.

8. Prepare and keep current the ORE's intelligence conference and such briefing of the heads of participating governmental agencies as may be directed by the Director of Central Intelligence.

9. Coordinate closely with the Office of Dissemination in the preparation of intelligence products, estimates, and studies for dissemination.

10. Coordinate closely with the Office of Naval Operations and with the Office of Collection in establishing requirements for information and intelligence.

Supervisor: For Research and Evaluation

1. Perform duties as directed by the Assistant Director and such for his in his absence.

REQUIREMENTS AND COPIES, REPORTS BRANCH

Chief

1. Determine appropriate activities of the Office with the Interdepartmental Coordinating and Planning Staff, with the other Offices of ORE, and with the State, War, Navy and other Governmental Departments.

2. Coordinate and supervise the issuance and contents of the appropriate Products of the Office with Governmental Departments.

3. Determine the intelligence requirements of the Government and plan for the accomplishment of the intelligence mission of ORE.

4. Determine the requirements for information, and prepare and keep current the ORE's intelligence plan.

5. Determine the assessment of the adequacy of information and intelligence furnished to participating governmental agencies.

6. Coordinate the production of strategic and national intelligence by:

1. Supervising the preparation of studies, estimates, and reports, and where necessary assigning tasks to the Research Branches.
2. Making the final review of studies, estimates, and reports to insure proper integration and correct overall evaluation.
3. Compiling daily, weekly, and other periodic reports.
4. Arranging to provide the Office of Dissemination with personnel and material for the conduct of briefings and the intelligence conference.

EXECUTIVE

1. Coordinate and supervise the activities of the Office of Research and Evaluation, with particular attention to administration, personnel, and services.

2. Coordinate appropriate matters with the Executive Staff.

INFORMATION GATHERING BRANCH

Chief

1. Operate a message center for the Office of Research and Evaluation.

2. Will normally get copies of all information and shall advise required by ORE.

3. Review intelligence and intelligence requirements to determine appropriate distribution within Office of Research and Evaluation. Check to determine that appropriate dissemination has been made to the various Departments of the Government and other governmental departments and individuals concerned, and require corrective action to be taken by the Assistant Director for Research and Evaluation.

4. Check the distribution lists on all messages received containing raw information to determine that appropriate distribution of the message or pertinent extracts thereof has been made to State, War, Navy and other governmental departments and individuals concerned, and require corrective action to be taken by the Assistant Director for Research and Evaluation.

5. Make prompt delivery of completed studies, estimates, reports, and other material to the Office of Dissemination.

6. In coordination with overall security measures prescribed by Security Plans, Office of Collection Review and Research for handling the SECRET material and measures for safeguarding, information and intelligence received from sensitive sources.

PERSONNEL AND ADMINISTRATIVE BRANCH

Chief

1. Establish administrative procedures for the Office of Research and Evaluation.

2. Supervise the assignments and use of personnel within the Office of Research and Evaluation.

3. Coordinate personnel matters with the Director for Personnel and Administration.

LIBRARY BRANCH

Chief

1. Establish and maintain a library of reference material, including books, pamphlets, periodicals, etc., relating to the intelligence mission of the Office of Research and Evaluation.

2. Acquire, through purchase, exchange, or other means, such material as may be required to meet the national intelligence requirements.

BIOGRAPHICAL BRANCH

Chief

1. Determine the needs for biographic intelligence including the activities of foreign governments, organizations, individuals, political parties, etc.

2. Maintain in the possession of the Central Intelligence File and essential elements of information to give the effects of all governmental intelligence-related agencies to meet the national intelligence requirements.

3. Maintain a file of complete case histories on individuals and organizations for ready reference to the various departments of the Central Intelligence Group and of pertinent agencies and departments.

4. Prepare and report the significance of the activities of foreign governments, organizations, individuals, etc., in relation to the national security of the United States.

5. Maintain close liaison with similar branches of other intelligence agencies of the government to minimize the loss of coverage of information.

TECHNICAL AND SCIENTIFIC BRANCH

Chief

1. Determine the requirements for scientific intelligence in the fields of guided missiles, atomic energy, electronics, technology, new materials, and other technical and scientific developments of any effect on the national security of the United States.

2. Assess in the preparation of the ORE's intelligence plan the essential elements of information which the effects of all scientific and technical developments to meet the national intelligence requirements.

3. Conduct the necessary research, analysis, and evaluation of information relating to the activities of foreign governments, organizations, individuals, etc., in the field of scientific and technical developments to meet the national intelligence requirements.

4. Prepare, integrate and produce intelligence and intelligence products to other agencies of the government relating to the fields of technology and science, and prepare such studies, estimates, reports, etc., as may be required by various agencies of the government.

5. Maintain close liaison with government research and development activities in the fields of technology and science as necessary to keep abreast of new and developing scientific and technical developments to meet the national intelligence requirements.

NATIONAL BRANCHES (O)

Chief of each Branch

1. Determine the requirements for the production of strategic and national intelligence products, including studies, estimates, reports, etc., relating to political, economic, military, geographical, industrial, social, legal and psychological information, based on the production of the Central Intelligence File and intelligence requirements of information to give the effects of all governmental intelligence-related agencies to meet the national intelligence requirements.

2. Prepare and keep current the intelligence plan and intelligence requirements and prepare and keep current the intelligence requirements and reports to insure proper integration and correct overall evaluation.

3. Compile daily, weekly, and other periodic reports.

4. Arrange to provide the Office of Dissemination with personnel and material for the conduct of briefings and the intelligence conference.

FUNCTIONAL CHART - C10 22/7/66
(tentative)

OFFICE OF DISSEMINATION

1. The Agency of the Director of Central Intelligence responsible for the dissemination of evaluated strategic and national policy intelligence produced by the Office of Research and Evaluation.

ASSISTANT DIRECTOR FOR DISSEMINATION
Assistant Director for Dissemination

In close coordination with the Assistant Director of Research and Evaluation and with the staff:

1. Conducts such surveys, renders such reports, performs such services and such intelligence controls as may be required to assist and facilitate the work of the Office of Research and Evaluation in disseminating strategic and national policy intelligence to participating agencies of the United States government.
2. In coordination with the Interdepartmental Coordinating and Planning Staff, determines the methods, procedures and controls for the dissemination of central intelligence based upon the requirements of participating departments of the United States government.
3. Where practicable, relieves the Office of Research and Evaluation of the responsibility for the preparation of such long-range surveys, studies and statistical analyses as may be compiled and reproduced from intelligence previously analyzed and evaluated.
4. In coordination with the Interdepartmental Coordinating and Planning Staff investigates and reports periodically on the adequacy of Central Intelligence dissemination and its utilization by participating departments of the United States government.
5. Keeps Executive Staff informed of priorities and requirements in connection with reproduction and other publication facilities used in the dissemination of central intelligence.
6. Maintains an intelligence operations room and handles arrangements for such periodic conferences, briefings, lectures and visual presentations as may be necessary to keep the Director, CIG, and the heads of participating governmental departments currently informed on matters of foreign intelligence affecting the national security of the United States.
7. In accord with the overall security measures prescribed by the Security Branch of the Collection Office, oversees the classification and security measures relative to the release of central intelligence and prescribes the procedures for safeguarding its dissemination and distribution throughout the United States government.

EXECUTIVE

1. Coordinates the activities of the Office of Dissemination.
2. Supervises activities relating to administrative and personnel matters.
3. Coordinates the requirements for services with Personnel and Administrative Branch.

SURVEYS AND REPORTS BRANCH
Chief

In close coordination with appropriate branches of the Research and Evaluation Office and the Interdepartmental Coordinating and Planning Staff:

1. Surveys the requirements of participating governmental agencies for strategic and national policy intelligence necessary from the standpoint of the national security of the United States, and plans and recommends the methods, procedures, and controls relating to the dissemination of central intelligence necessary to meet the requirements of participating agencies of the United States government.
2. Where practicable relieves and facilitates the work of the appropriate branch of the Research and Evaluation Office of the responsibility for the compilation of long-range surveys, studies and statistical analyses of national intelligence as may be practicable to reproduce and publish from library or working files.
3. As directed conducts the necessary investigations and renders reports periodically on the adequacy of central intelligence dissemination and the extent of utilization by participating departments of the United States government.
4. Maintains an intelligence operations room for the orientation and indoctrination of authorized intelligence personnel of the United States government.
5. Arranges for such periodic reports, conferences, briefings, lectures, and visual presentations as may be necessary to keep the Director, CIG, and the heads of participating governmental departments currently informed on matters of foreign intelligence affecting the national security of the United States.

INTELLIGENCE CONTROL BRANCH
Chief

In accordance with overall security measures prescribed by the Security Branch of the Collection Office:

1. Attaches the security classification of all intelligence documents, summaries, and publications disseminated by the Office of Dissemination.
2. Establishes security controls relative to the distribution and dissemination of intelligence throughout the government.
3. In cooperation with participating agencies of the United States government arranges for the standardization of security measures for safeguarding the dissemination of strategic and national policy intelligence vital to the national security of the United States.
4. Assures procedures for handling TOP SECRET material and measures for safeguarding intelligence from sensitive sources.

DISTRIBUTION BRANCH
Chief

1. Operates a message center for the Office of Dissemination.
2. Functions as a distribution center for the Office of Dissemination.
3. Obtains from Executive for Personnel and Administration counter service for the dissemination of central intelligence.
4. Obtains from Executive for Personnel and Administration reproduction and publishing services to meet the requirements for dissemination of central intelligence.