

~~CONFIDENTIAL~~

*Rough draft  
29 Jan 48  
and  
amended 2 Feb 48*

PROJECT NO. ~~48~~ 49

(Requirements Study No. 29)

SUBJECT: Map Intelligence Branch

Document No. *006*  
NO CHANGE in Class.   
UNDECLASSIFIED  
24 Feb 78 *025*

I. The Problem

1. Subject project is to ascertain any special procedural problems of the Map Intelligence Branch affecting;

- a. Satisfaction of the requirements of the Branch
- b. Collection and dissemination of the Branch's products in order to satisfy the requirements of the outside agencies.

II. Findings and Discussions

2. Organization and Personnel of Map Intelligence Branch

a. The Map Intelligence Branch employs approximately 100 people and is organized into a Headquarters and three divisions:

- (1) Cartography Division
- (2) Map Intelligence Division
- (3) Map Library Division

b. Personnel of the Map Intelligence Branch (see Tab C) have been transferred individually from the Department of State to the Central Intelligence Agency effective 29 December 1947, without a break in service, with the exception of one employee who still has not been security cleared.

3. Functions (see Tab D)

a. The Map Intelligence Branch, ONE, is an intelligence

CONFIDENTIAL

facility which operates on an interdepartmental basis for the procurement, evaluation, production of maps and map intelligence and maintains a current working library of non-topographic foreign maps of specialized utility for intelligence purposes.

b. The Chief, Map Library Division acts as the chairman of an informal map procurement coordinating committee composed of members of the Departments of the Army, Air Force, Commerce, Interior and the Library of Congress, and, occasionally, Department of the Navy. This informal committee develops interdepartmental requirements for foreign maps and related data (including military, naval and specialized maps) which are then procured by the Foreign Service of the Department of State. The Map Intelligence Branch assists the Foreign Service in its collection activities by affording technical and professional advice and direction.

c. The Cartography Division prepares non-topographical specialized intelligence subject maps required for the illustrations of written reports and estimates, or as individual map presentations as specific intelligence data.

d. Map Intelligence Division

(1) Accomplishes overall comparative and individual evaluations of maps by subject for each area on the basis of the suitability of the map for its stated purpose.

(2) Prepares intelligence data and map intelligence reports utilizing maps as the medium of presentation.

(3) Conducts intelligence research and compiles the map presentations of all factors pertaining to international boundary disputes, decisions, problems, and the U. S. interests

CONFIDENTIAL

or positions in connection therewith.

(4) Conducts intelligence research and compiles factors pertaining to specialized requirements of Government agencies for illustration by map presentation.

e. Map Library Division

(1) Maintains a current collection of foreign maps and cartography reference materials and furnishes trained reference service for utilization of these materials.

(2) Conducts continuing evaluated inventory of U.S. foreign map holdings in order to determine gaps in coverage and develops requirements for procurement. (See sub-para b. above)

(3) Maintains close liaison with all Government map agencies, i.e., Army Map Service, Navy Hydrographic Office, etc., and also frequent requesters of specialized maps.

4. The operations of this Branch are delineated into three main fields, for outside agencies, (1) Map Evaluation Reports (including the map appraisal chapter of the National Intelligence Survey), territorial studies, and Map Digests, (2) Coordinating procurement of and furnishing foreign non-topographic intelligence maps, (3) the compiling and drafting of new specialized maps.

a. Map Evaluation Reports and Map Digests

(1) Description. The Map Intelligence Branch is requested by Government agencies to prepare evaluated <sup>intelligence</sup> reports and digests for illustrated presentation in the political, industrial, economic, sociological and geographic fields. Military naval and topographical subjects are not of primary responsibility of this Branch. In most cases, the Branch is merely given the

the subject of the desired report, by the requester and must undertake all of the original research as well as preparing the evaluation or digest.

(2) Requests. As of the date of this survey, requests for Map Evaluations Reports and Map Digests by outside agencies are channeled directly to the Map Intelligence Division of the Map Intelligence Branch. Previous to the transfer of MIB to CIA, formal approval for the acceptance of requests for Map Evaluations, Map Digests and other research projects, establishing a major project in MIB, was made by Project Control of the Office of Intelligence Research, Department of State, in conjunction with MIB. After formal acceptance, Project Control established the necessary coordination and direction for the completion of the project. Since transfer from the Department of State to CIA, the Map Intelligence Division has been performing its own Project Control on such requests.

(3) Dissemination. Dissemination of Map Evaluation Reports, Map Digests and other research projects was previously channeled through the Office of Intelligence Research, Department of State, after the initial distribution was determined by the Map Intelligence Branch and OIR. The initial distribution was founded largely upon experience of the MIB in fulfilling requested reports from Government agencies. Since the transfer of MIB from the Department of State to the Office of Reports and Estimates, CIA, it has been planned by officials of ORE and MIB to make dissemination of such research projects through the normal ORE channels. At the present time, one such map evaluation report is being disseminated through ORE channels. However, the Map Intelligence Division is currently holding a back-log of approximately twenty requests for research projects upon which representatives of ORE and MIB are conducting a survey to ascertain whether such requests are of legitimate interest to CIA and what disposition should be made. Four of the twenty are of immediate urgency.

CONFIDENTIAL

b. Furnishing Foreign Non-Topographic Intelligence Maps

(1) Description. The Map Library Division of the Map Intelligence Branch, the official Government repository for such maps, has, presently, catalogued and filed approximately 200,000 titles of foreign maps and map series, representing over 1,500,000 separate sheets of specialized intelligence maps of a non-topographical nature. It is estimated that approximately 25 percent of this total is classified.

(2) Requests. Government departments and agencies, and non-Government organizations and individuals, submit from 500 to 800 specific requests per month for the specialized, catalogued maps. The number of requests represents the handling of approximately 20,000 sheets per month. Requests for these maps come directly to the Map Library Division by telephone or by written memorandum as of the date of this survey. Collection Branch, OGD, in absence of other instructions, issues CD's to MIB for requested maps as it does for any other Department of State material. Requests initiated by Government agencies for unclassified maps are usually handled by telephone. Requests for classified maps require a memorandum from the requesting agency, unless clearance to receive classified information had previously been established between the accredited representative and the Map Intelligence Library. Non-Government agencies and individuals are furnished only unclassified maps, but only if a reciprocal agreement exists, or it is to the advantage of MIB to furnish such material. Approximately three percent of the requests received for maps are from private individuals or organizations with whom MIB has reciprocal agreements.

CONFIDENTIAL

**CONFIDENTIAL**

Dissemination.

(3) As of the date of this survey, the dissemination of maps requested is made directly to the requester by mail (observing applicable security regulations), or by courier or "over the counter". Maps requested by Collection Branch, OGD, are dispatched to the Reading Center, OGD, identified by RD number, for dissemination in fulfillment of specific requests. In addition, five copies of all intelligence maps produced by RIB are furnished to OGD (see Tab E) for distribution to ORR, OSO and OC. Up to ✓ September 1947, the Map Library Division prepared a weekly acquisition list of recently acquired maps that were catalogued and filed. This accession *list* was distributed in five copies to CIA (see TAB F) as well as being distributed to all interested Government agencies. The list was the only notification made to Government agencies of new, incoming maps. Due to the lack of typists since September, the publication of this list has been discontinued.

c. Reproduction of Maps and Reports

(1) The reproduction of Maps laid out by the Cartography Division is an exact, technical procedure that must be handled by individuals of considerable experience in the specialized map printing field, and is an off-set process performed by the Government Printing Office division located in the basement of the South Building. It is to be noted that the Executive for Inspection and Security, CIA, has cleared personnel of this GPO division to handle CIA classified material; several key employees have been cleared to handle Top Secret material. The volume and nature of such map reproduction work is outside the capabilities of CIA facilities.

(2) The physical preparation of Map Evaluation Reports, Map Digests and other research projects that are mimeographed, is effected by ✓ indigenous facilities of the Map Intelligence Branch. The editing of such reports and projects is also done by RIB.

**CONFIDENTIAL**

**CONFIDENTIAL**

5. In view of its past experience and service in the map intelligence field, the Map Intelligence Branch feels that it can efficiently serve CIA if all requests for maps, of any character, were initially channeled through the Map Library Division. Those requests which cannot be fulfilled from Library stock could be fulfilled with a minimum elapsed time by direct liaison with other map agencies of the Government.

### III. Conclusions

6. There is a need for establishing procedures as follows:

a. Map Intelligence Division

(1) The working level liaison between the IAC member agencies and the MI Division in formulating projects for all Map Evaluation Reports, Map Digests and all other research projects should be continued as now in force for the purpose of negotiating, planning and defining the project, with the qualification that after the project is defined a formal request should be submitted immediately by the requesting agency to Requirements Branch, CCD, in accordance with standard procedure for requests for intelligence material.

(2) Dissemination of finished reports should be accomplished by the Dissemination Branch, CCD, on the basis of the established Requirement Directive.

b. Cartography Division

(1) Requests for cartography work not connected with Map Intelligence Division projects should be made through Requirements Branch, CCD.

c. Map Intelligence Library

(1) Direct requests to MIS for classified or unclassified maps

**CONFIDENTIAL**

by any office or individual within CIA should be allowed.

(2) Direct requests to MIB for classified or unclassified maps by duly accredited representatives of IAC member agencies should be allowed.

(3) Requests for unclassified maps by any representative of a Government agency outside of CIA should be submitted direct to the Map Intelligence Library and requested material should be furnished directly to a duly accredited and approved representative of the Government agency.

(4) Requests for classified maps by a non-IAC Government agency, or for either classified or unclassified maps by any private organization or individual, should be submitted to Requirements Branch, OCB, for examination for conformance to policy and processed in accordance with standard procedure. Existing arrangements with private organizations and individuals should be reviewed by Requirements Branch, OCB, for conformance to policy and formalized as appropriate.

(5) The Map Intelligence Library should submit a monthly report to OCB summarizing the number of direct requests received for maps, and the number of direct requests fulfilled, broken down to indicate agency or organization and map classification.

7. The existing procedures of the Map Intelligence Library with respect to map procurement should be continued.

8. Office of Collection and Dissemination should be represented on the MIB-CRE survey of back-log requests for research projects submitted to the Map Intelligence Division.

9. Consideration should be given to the publishing of an accession list of the new incoming foreign maps catalogued and filed by the Map Intelligence Library.

< CONFIDENTIAL

IV. Recommendations

1. It is recommended that, with regard to:

a. Map Intelligence Division

(1) The working level liaison between the IAC member agencies and the MI Division informalizing projects for all Map Evaluation Reports, Map Digests and all other research projects as now in existence for the purpose of negotiating, planning and defining the projects be continued. However, when the project has been defined, a formal request should be submitted immediately by the requesting agency to the Requirements Branch, OCD, in accordance with standard procedures for requests for intelligence material.

(2) The dissemination of the finished reports be accomplished by the Dissemination Branch, OCD, on the basis of the established Requirement Directive.

b. Cartography Division

(1) Requests for cartography work not connected with Map Intelligence Division projects be made through the Requirements Branch, OCD.

c. Map Intelligence Library

(1) In furnishing maps, the following procedures be established:

(a) CIA Offices or individuals make requests directly to the Library for either classified or unclassified maps and acquire them directly.

(b) IAC member agencies, through duly accredited representatives, approved by OCD, request and acquire either classified or unclassified maps directly.

(c) Non-IAC Government agencies request and acquire only unclassified maps through duly accredited representatives

approved by OCD.

CONFIDENTIAL

**CONFIDENTIAL**

(d) Requests by non-IAC agencies for classified maps, and by non-Government organizations or individuals for either classified or unclassified maps, be submitted to the Requirements Branch, OGD, and processed in accordance with standard procedures. Existing arrangements with private organizations and individuals be reviewed by OGD and formalized as appropriate.

(2) The Map Intelligence Library submit monthly reports to OGD summarizing the number of direct requests received and the number of direct requests fulfilled, broken down to indicate agency or organization and the map classifications furnished.

2. The map procurement program as now in existence by the Map Intelligence Library be continued.

3. The survey of back-log requests for research projects by the Map Intelligence Division, being conducted by ORE and MIB, be coordinated with the Requirements Branch, OGD.

4. A periodic accession list of newly acquired foreign maps, catalogued and filed by the Map Intelligence Library, be published.