

~~SECRET~~

14 FEB 1958

**MEMORANDUM FOR:** CIA Librarian

**SUBJECT :** Distribution Within CIA of Press Summaries

**REFERENCE :** Chief, Acquisitions Branch memo to CIA Librarian, dated 25 November 1957; Subject: Press Summaries.

1. We have reviewed the attached referenced memorandum forwarded by you on 2 December 1957, and have determined that 3/4 of the time of one clerk is spent in the Processing Branch on the distribution within CIA of copies of Foreign Press Summaries (FPS), British Broadcasting Corporation Summaries (BBC), and Radio Free Europe items (RFE) which are initially received by Acquisitions Branch.

2. We concur with the recommendation that the entire distribution job for material received in the Acquisitions Branch should be handled exclusively in that Branch. To that end we are agreeable to the temporary assignment of  to the Acquisitions Branch for 90 days effective 24 February 1958.  presently handles the internal CIA distribution for this material in our Processing Branch. By the end of May, a determination should be made between our two Divisions and the Administrative Staff as to whether such an assignment should be made permanent and what, if any, changes should be made in the T/O.

25X1

25X1

Chief, Document Division

Attachment  
As stated above.

cc: Chief, Processing Branch/DD  
Chief, Administrative Staff

~~SECRET~~