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17 September 1969

MEMORANDUM FOR: TALENT Control Officer, CIA

SUBJECT : Duties and Responsibilities of the TCO/CIA

1. The TALENT Control Officer, CIA (TCO/CIA) has in the past been responsible for two distinct functions: (a) support of the DCI in the management of the T-KH Control System in the U.S. and [REDACTED] and (b) administration of the System within CIA. In order to allow you to devote your efforts toward the policy aspects of T-KH System management at the national and international levels, I have decided to separate these two functions and to establish the position of Deputy TCO/CIA for administering the T-KH System within CIA.

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2. As TCO/CIA you will be specifically responsible for (a) ensuring that the U.S. departmental [REDACTED] TCO's are maintaining proper T-KH control standards, (b) administering the T-KH billet structure for the DCI, which requires annual submissions from each departmental TCO and the compilation and reporting of total billet requirements to the DCI, (c) resolving questions which might arise concerning the interpretation or clarification of T-KH regulations, and (d) consulting as necessary, with the TSO/CIA and the Office of Security to ensure effective and continuing DCI control of the T-KH System.

3. You will, of course, advise or consult the Senior Intelligence Officer, CIA, the Deputy Director or the Director when problems arise which you think might require their attention.

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[REDACTED]
R. J. SMITH
Deputy Director for Intelligence

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