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INTELLIGENCE PRODUCTION COURSE

Student Instructions on Sources Survey

March 1974

I. Objective

The purpose of this unit on sources is to familiarize you in detail with sources of intelligence information on a country and subject in which you are interested, including: (a) collection programs, (b) collection guidance, (c) dissemination guidance, (d) types of intelligence information which are of value to analysts, (e) repositories of information used by analysts, (f) information in computers, and (g) specialized analysts and desk officers. The information you gather will be useful at many points in this course, and also later in your permanent job assignment. In addition, you will be meeting specialists who can be valuable contacts when you are on your job.

II. Method

You will familiarize yourself with sources by talking with users of intelligence information in CIA, State/INR, and DIA who specialize on a country of your choice. After you have assembled your information you will brief the members of your class on what you have found, and there will be class discussions to generalize on the information you have obtained.

Following are suggested steps for accomplishing the objective:

1. Select a country or small region. If you select a large country such as USSR or China, limit yourself to a specific subject on that country. Clear your selection with the course chairman before proceeding.
2. For interviews within CIA:
  - (a) Make up a list of the names of analysts and desk officers in CIA who use intelligence information on your country or area.
  - (b) You may find specialists in: ONE; in the DDI in OCI, OER, OSR, CRS Regional Reference Divisions, OBGI Geography Division, NPIC, IAS, Special Research Staff, [REDACTED] IRS Operations Branch (requirements officers); in the CS in CI and CA Staff; and in the DDS&T in OSI and FMSAC.

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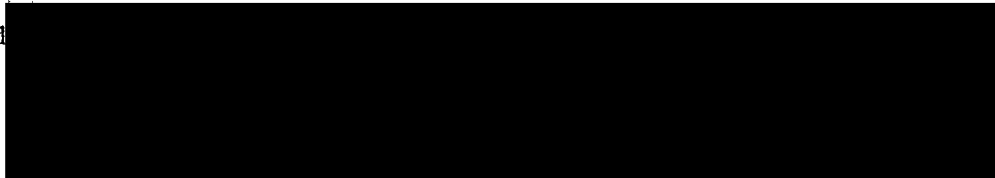
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- (c) The course chairman will make available the CIA Telephone Directory (useful for the organizational breakdowns in the rear), and functional directories for many of these offices and staffs. If a directory is not available, call the Training Officer of the component -- his name and extension is shown on the OTR list of Agency Training Officers.

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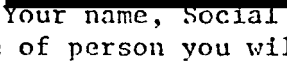

(d) 

- (e) Arrange appointments by phone with the individuals you have selected in CIA.
- (f) As you talk with the analyst or desk officer, ask him for the names and phone or room numbers of other specialists he knows in CIA and particularly in other agencies.

3. For interviews in State/INR and DIA:

- (a) Consult CIA analysts especially in ONE, OCI, and OSR as soon as possible to get names of specialists in State/INR and DIA. They will usually also be able to give you their phone numbers and their SI or SI/TKH clearance.
- (b) Consult the organizational directories at the rear of the State Department Telephone Directory, and use the DIA Key Personnel--Organization Roster. DO NOT interview specialists in the State Regional (so-called policy) offices, in DOD International Security Affairs, or in NSA at this point in the course.
- (c) When you call for an appointment with the State/INR and DIA specialists, tell them that our Security Office will transmit your security clearance through channels.

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- (d) Then call or  OTR Security Officer, Room 1016 C of C,  him on a piece of paper the following: Your name, Social Security Number, and badge number; Name of person you will be visiting, his organization (given down to his unit, such as: DIA, DIAP 3A1; or State, INR, RNA [Research for Near East and South Asia], South Asia Division), his room number and building, and telephone number; date and time of visit; and your security clearance to be transmitted (TS, SI, or SI/TKH). Important: give  at least two days to transmit your security clearance because there often are bottlenecks in communications.

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4. Conduct as many interviews as you can, using the questions on the Questionnaire form. Fill in the Questionnaire form during the interview or as soon thereafter as possible. You will have to be careful not to record SI or TKH information on the form, but should remember it so you can include it in your briefing.

### III. Briefing

Prepare a 15 minute briefing to give to the class. In this briefing you should summarize your findings on the questions in the Questionnaire.

The first three minutes of your briefing will be videotaped for playback and critiquing on style and effectiveness. This first of two such videotaping sessions will let you know how you appear to others as a briefer and how you might improve on your performance.

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