

LIST OF TABLES AND CHARTS

<u>TABLE</u>	<u>CHART</u>	
A		Status of Overt and Semi-Covert Cases
A-1		Identification of Other Full Field Investigative Cases Received
A-2		Reinvestigation Program
	1	Overt & Semi-Covert Cases Received
	2	T/O Staff Applicant Cases Received, Appvd. , Pending
B		Record of MSP Panel Cases
C		Time Factors in Brocessing Overt & Semi-Covert Cases
	3	Processing Time of "Applicant Type" Cases
	4	"Applicant Type" Cases Pending Over 90 Days
D		Status of Covert Cases and Operational Support Cases
	5	Covert Cases Received
	6	Covert Operational Support Activities
E		Status of Full Field Investigations
	7	Full Field Investigative Cases Received
	8	Full Field Investigations Pending
F		<div style="border: 1px solid black; width: 400px; height: 20px; margin: 5px 0;"></div>
	9	Investigative and Support Assignments Per Agent
G		Overt Control, Support and Service Activities-- Training Activities
	10	Training Activities
H		Physical Security Activities
	11	Agency Security Violations
I		Technical Division Inspections

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(When filled in)

OFFICE OF SECURITY  
STATUS OF OVERT AND SEMI-COVERT CASES

Month of February 19 62

TYPE OF CASE	PEND Beginning of Month	RECD During Month	PROCESSED					PENDING	
			Appd	Dis- Appd	Can- celed	Other Action	Total	Defd	Reg
<b>1. APPLICANT TYPE</b>									
a. T/O Staff Applicants	809	374	157	20	*57	15	249	24	910
b. Other Full Fld. Inves.	749	390	143	13	38	117	311	-	828
Totals	1558	764	300	33	95	132	560	24	1738
	552	389					326	-	615
	115	87					70	-	132
Totals	667	476					396	-	747
<b>3. CLASSIFIED PROCUREMENT</b>	492	218	182	1	0	0	183	-	527
<b>4. TECHNICAL CONTACTS</b>	148	17	50	0	0	0	50	-	115
<b>5. ADMIN. SUPPORT</b>	367	210	97	0	0	0	97	-	480
<b>6. MISCELLANEOUS</b>	190	82	79	0	0	0	79	-	193
Totals	1197	527	408	1	0	0	409	-	1315
<b>GRAND TOTALS</b>	3422	1767					1365	24	3800

\* Of these cases 12 were cases presented by the Office of Security to the Applicant Review Panel for consideration.

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TABLE A

OFFICE OF SECURITY

Identification of Other Full Field Investigative Cases Received  
as Shown in Table A under Item 1b

Month of February 1962

	Contract Type A -----	32
	Contract Type B -----	2
	Potential Applicant -----	2
	Military Personnel -----	50
	Contractor -----	41
	Re-investigation -----	169
	Deferred Status -----	17
	Consultant -----	3
	Medical Staff -----	2
	GSA -----	6
	[redacted] -----	3
	Government Services Employee -----	1
	Guard -----	21
25X1	Supplemental Coverage (Applicant) -	34
	[redacted] -----	1
25X1	[redacted] -----	1
	[redacted] -----	4
25X1	[redacted] (WAE Contract) -----	1
	Total -----	<u>390</u>

TABLE A1

C-O-N-F-I-D-E-N-T-I-A-L

OFFICE OF SECURITY

REINVESTIGATION PROGRAM

Month of February 1962

I. <u>FILE REVIEW DURING CURRENT MONTH</u>		
a. Cases determined not to require current reinvestigation		96
b. Cases determined to require special reappraisal	10	
c. Cases selected for reinvestigation	148	
II. <u>REINVESTIGATIONS DURING CURRENT MONTH</u>		
a. Cases pending reinvestigation beginning of month	375	
b. Reinvestigations commenced during month	148	
c. Reinvestigations completed during month		<u>80</u>
d. Reinvestigations pending at end of month	443	
III. <u>TOTAL RIP DETERMINATIONS DURING CURRENT MONTH</u>		176
IV. <u>CUMULATIVE STATISTICS SINCE 1 JUNE 1961</u>		
a. Total cases not requiring current reinvestigation		25X1
b. Total reinvestigations completed		
Grand total RIP determinations to date		

TABLE A-2

C-O-N-F-I-D-E-N-T-I-A-L

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EXPLANATION OF CHART #1

OVERT & SEMI-COVERT CASES

This Chart reflects statistics in Table A.

The solid line graph represents the total number of Overt & Semi-Covert Cases Received in the Office of Security for security clearance consideration.

The dot-dash line represents the total number of such cases Pending.

These cases include "T/O Staff Applicants" and "Other Full Field Investigative Cases", both of which normally require full field investigations. The latter category includes such types as consultants, staff type contract employees, military assignees, guards, char force, etc. Also included in the overall category of Overt & Semi-Covert Cases are cases not requiring full field investigations, but on which

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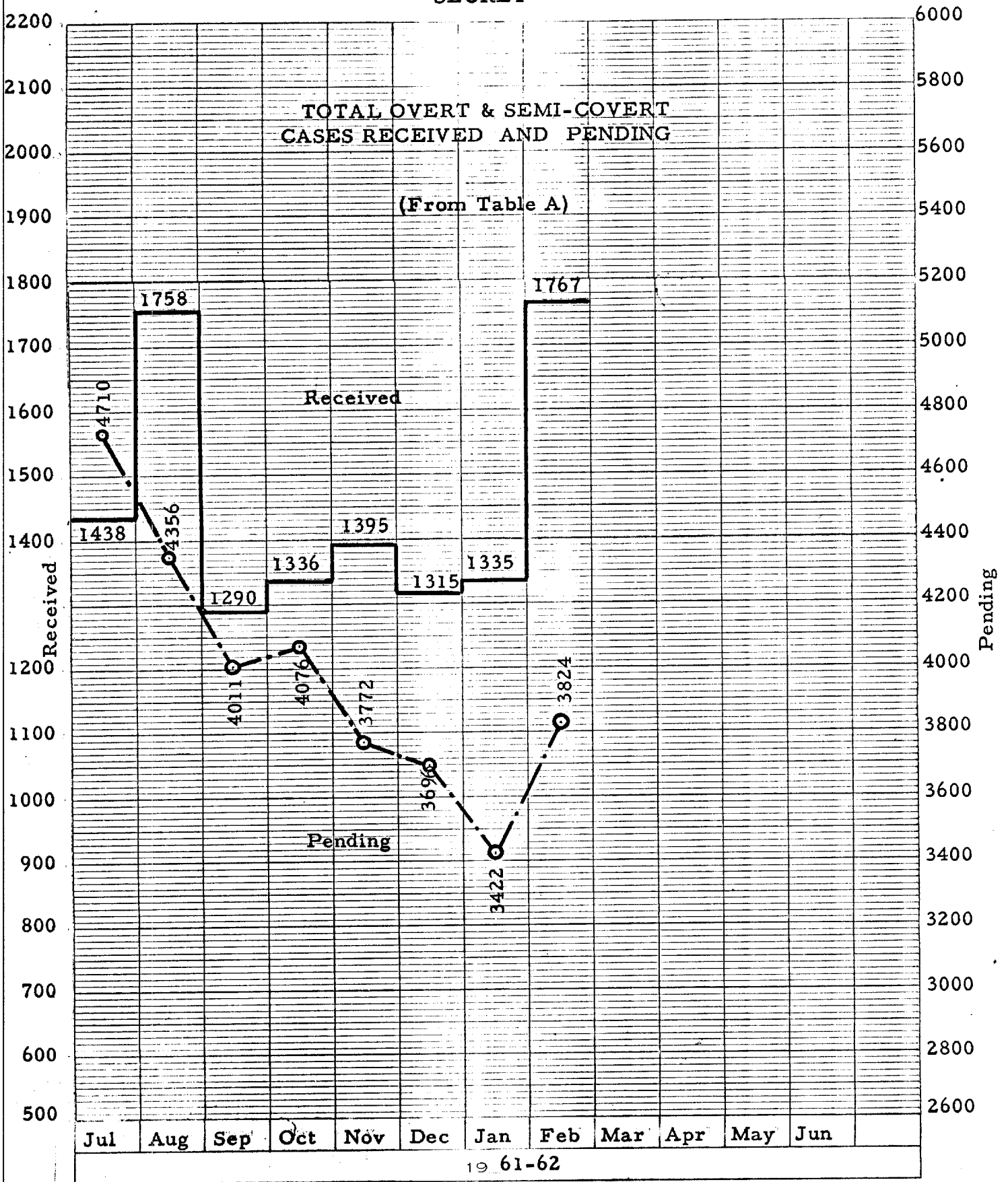
Program; also in addition are included Technical Contact, Administrative Support and miscellaneous cases handled in support of specific activities.

All cases received for security consideration are given National Agency Name Checks.

The full field investigative load contributed to by Overt & Semi-Covert Cases requiring such action is reflected in Table E and Charts 7 and 8.

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Chart #1

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EXPLANATION OF CHART #2

T/O STAFF APPLICANT CASES

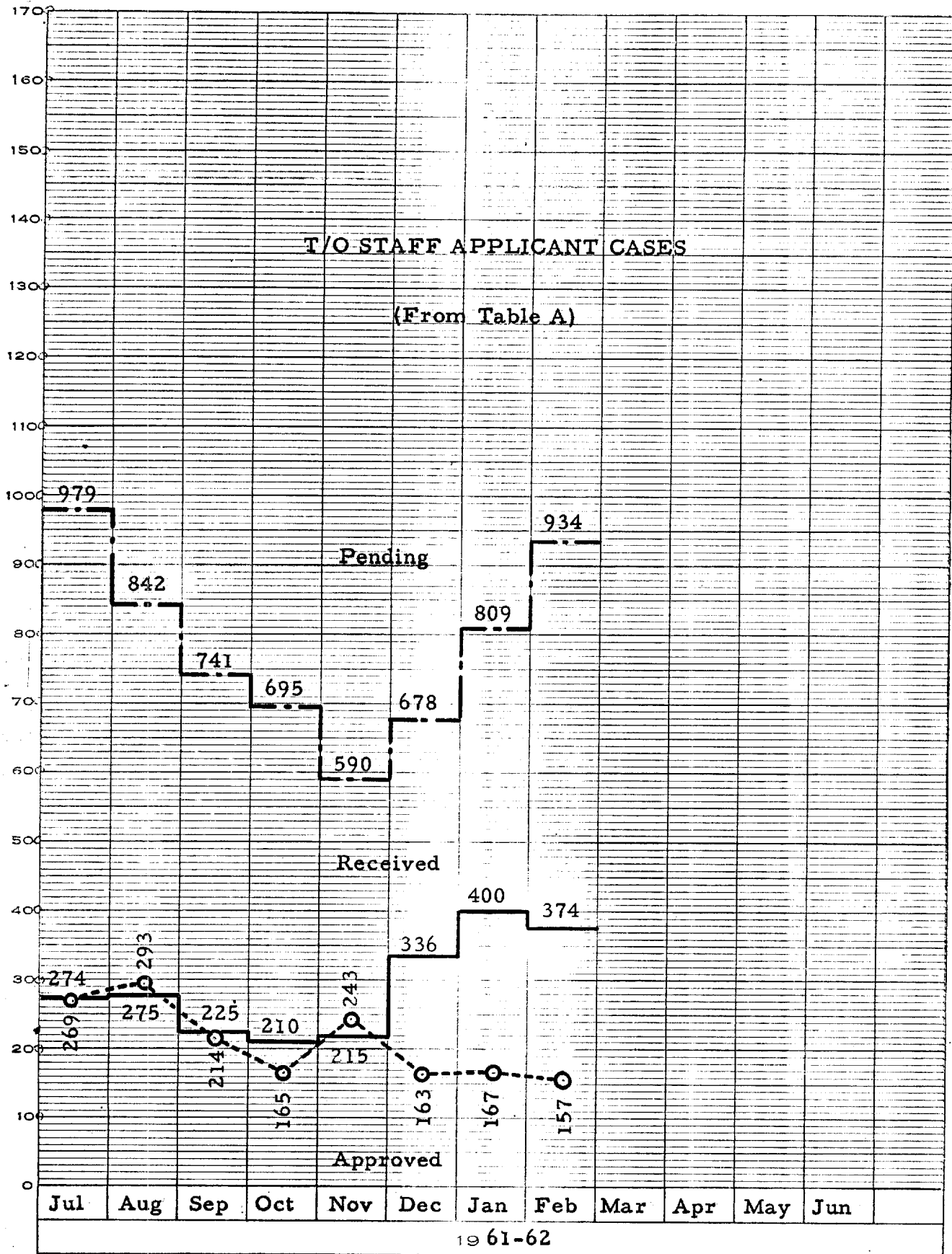
This Chart reflects statistics in Table A.

The solid line graph represents the total T/O Staff Applicant Cases Received in the Office of Security for clearance consideration. These cases are included in the total Overt & Semi-Covert Cases shown in Chart #1 but are shown separately here because of the particular interest of the Office and the Agency in the status of this type of case.

The dotted line graph represents the number of T/O Staff Applicant Cases Approved during the period.

The dot-dash line graph represents the backlog of T/O Staff Applicant Cases Pending and on which a security determination or other action has not yet been taken. The cases may be in process, in investigation, in appraisal or in a deferred status. Total pending cases are not simply the difference between cases received and cases approved. Disapprovals, cancellations and other actions also affect the pending case load.

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19 61-62  
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Chart #2



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OFFICE OF SECURITY  
 RECORD OF  
 APPLICANT  
 REVIEW PANEL ACTIONS  
 Month of February 1962

SOURCE	Pending 1st of Month	Received During Month	TOTAL	PROCESSED				Pending End of Month
				Approved	Disapproved	Cancelled	TOTAL	
SECURITY	12	12	24	3	12*	3	18	6
OTHER	3	3	6	0	3	0	3	3
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>30</b>	<b>3</b>	<b>15</b>	<b>3</b>	<b>21</b>	<b>9</b>

\* The 12 cases are cancelled in the monthly report under the T/O Staff applicants cancelled.

TABLE B

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## OFFICE OF SECURITY

## TIME FACTORS IN PROCESSING OVERT &amp; SEMI-COVERT CASES

Month of February 19 62

1. PROCESSING TIME (For <u>198*</u> Regular Cases)			
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel  (Average number of Days):	DAYS  in  INVESTIGATION	DAYS  in <b>Research &amp; APPRAISAL</b>	TOTAL  DAYS
		65	<b>SRD 11 PSD 9</b>

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	1
b. 31 to 60 days	7
c. 61 to 90 days	123
d. 91 to 120 days	60
e. 121 to 150 days	7
f. over 150 days	0

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	22	24
	Total	22

\* This figure does not include 20 cases where clearances were granted without further or immediate investigation which, if included, would give a grand total of 218 cases.

TABLE C

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EXPLANATION OF CHART #3

PROCESSING TIME OF "APPLICANT TYPE" CASES

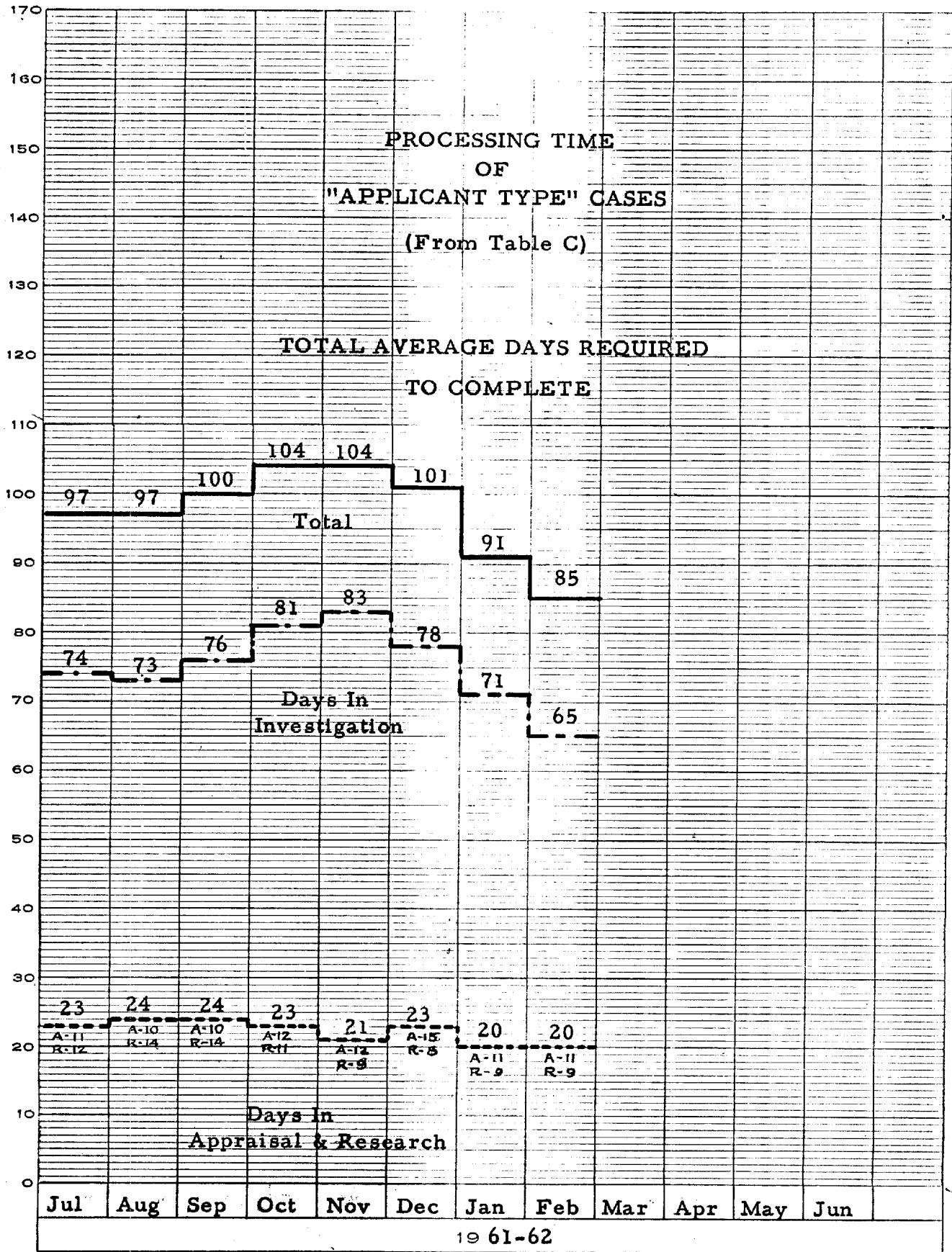
This Chart reflects statistics in Table C.

The three graphs as labeled are self-explanatory.

In order to arrive at statistics which reflect a realistic time factor in the processing of applicant cases and which are meaningful to those who have an interest in the processing of an average case, the time required to process an "Applicant Type" case is determined by confining consideration of these statistics to Regular Applicant, Consultant, and Military Assignee cases received from the Office of Personnel. Cases which would distort the averages by short processing time or those of a secondary priority nature which would unrealistically increase the average are not included.

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(FY-1962)

Chart #3

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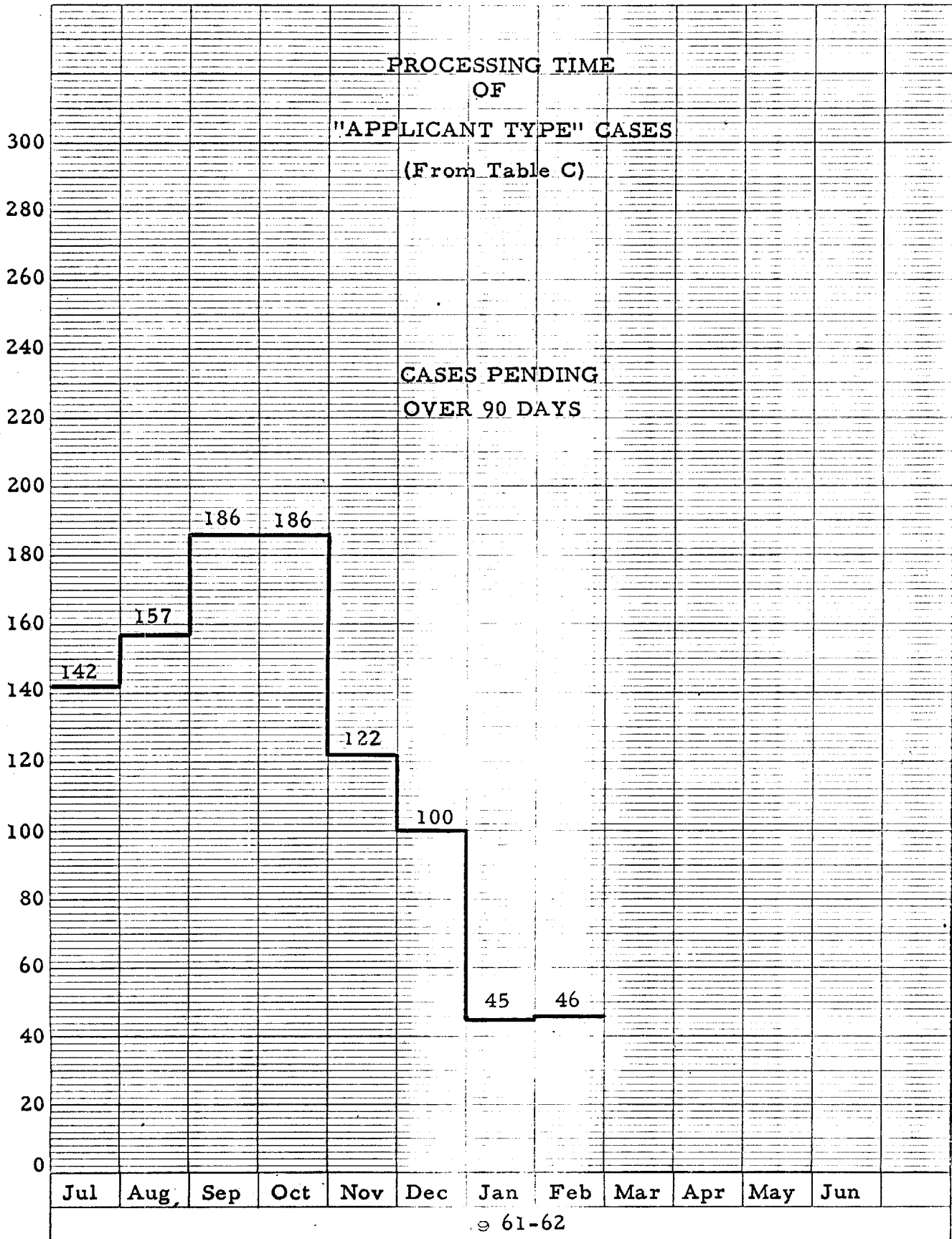
EXPLANATION OF CHART #4

APPLICANT TYPE CASES PENDING OVER 90 DAYS

This Chart reflects statistics in Table C.

The solid line graph represents the number of "Applicant Type" cases which have been pending in the Office of Security for a period exceeding 90 days after having been received from the Office of Personnel for security clearances.

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Chart #4

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EXPLANATION OF CHART #5

COVERT CASES

This Chart reflects statistics in Table D.

The solid line graph represents the total number of Covert Cases Received in the Office of Security for security clearance, approval or recommendation.

The dot-dash line represents the total number of such cases Pending.

The cases as represented above are described as follows:

Covert Security Clearances: Requests from Agency components other than DD/P for security clearances of individuals to be used in covert capacities. Normally require full field investigations.

Operational Approvals: Requests from DD/P for security recommendations on individuals to be used by DD/P in covert capacities in agent type duties. Approximately 20% of these require full field investigations.

Covert Security Approvals: Requests principally from DD/P for security clearances of individuals to be used by DD/P in covert capacities other than in agent type duties. Normally require full field investigations.

Proprietary Approvals: Requests from DD/P (principally IO Div.) for security clearances of non-witting individuals to be used in non-sensitive capacities in Agency proprietary projects. Normally require full field investigations.

All investigations include National Agency Name Checks.

The full field investigative load contributed to by covert cases requiring such action is reflected in Table E and Charts 7 and 8.

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OFFICE OF SECURITY

STATUS OF FIELD ACTIONS ON INVESTIGATIVE CASES

Month of February 1962

Cases for Full Field Investigation	Pending Beginning of Month	Received During Month	Completed During Month	Pending End of Month
Overt & Semi-Covert	1414	908	513	1809
Covert	2114	756	823	2047
TOTAL	3528	1664	1336	3856

TABLE E

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EXPLANATION OF CHART #7

FULL FIELD INVESTIGATIVE CASES RECEIVED

This Chart reflects statistics in Table E. They are representative of the types of cases reported in Tables A and D which require full field investigations and which have been processed  for action. Operational Support Activities are not included in these statistics.

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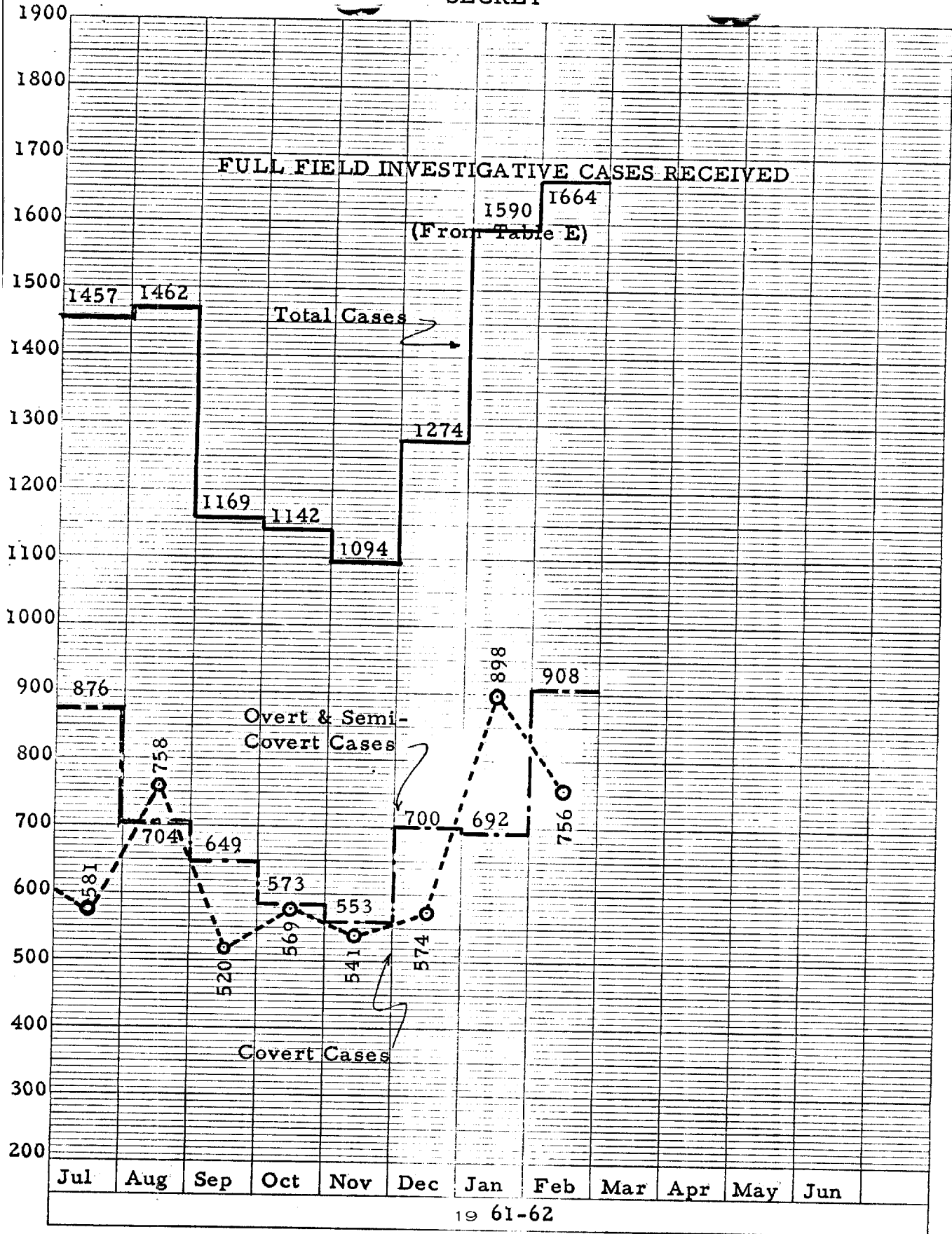
The solid line graph represents the Total number of Overt & Semi-Covert and Covert Cases which have been received in the field for Full Field Investigations.

The dot-dash line graph represents the Overt & Semi-Covert cases included in the total.

The dotted line graph represents the Covert cases included in the total.

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19 61-62

(FY-1962)

Chart #7

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EXPLANATION OF CHART #8

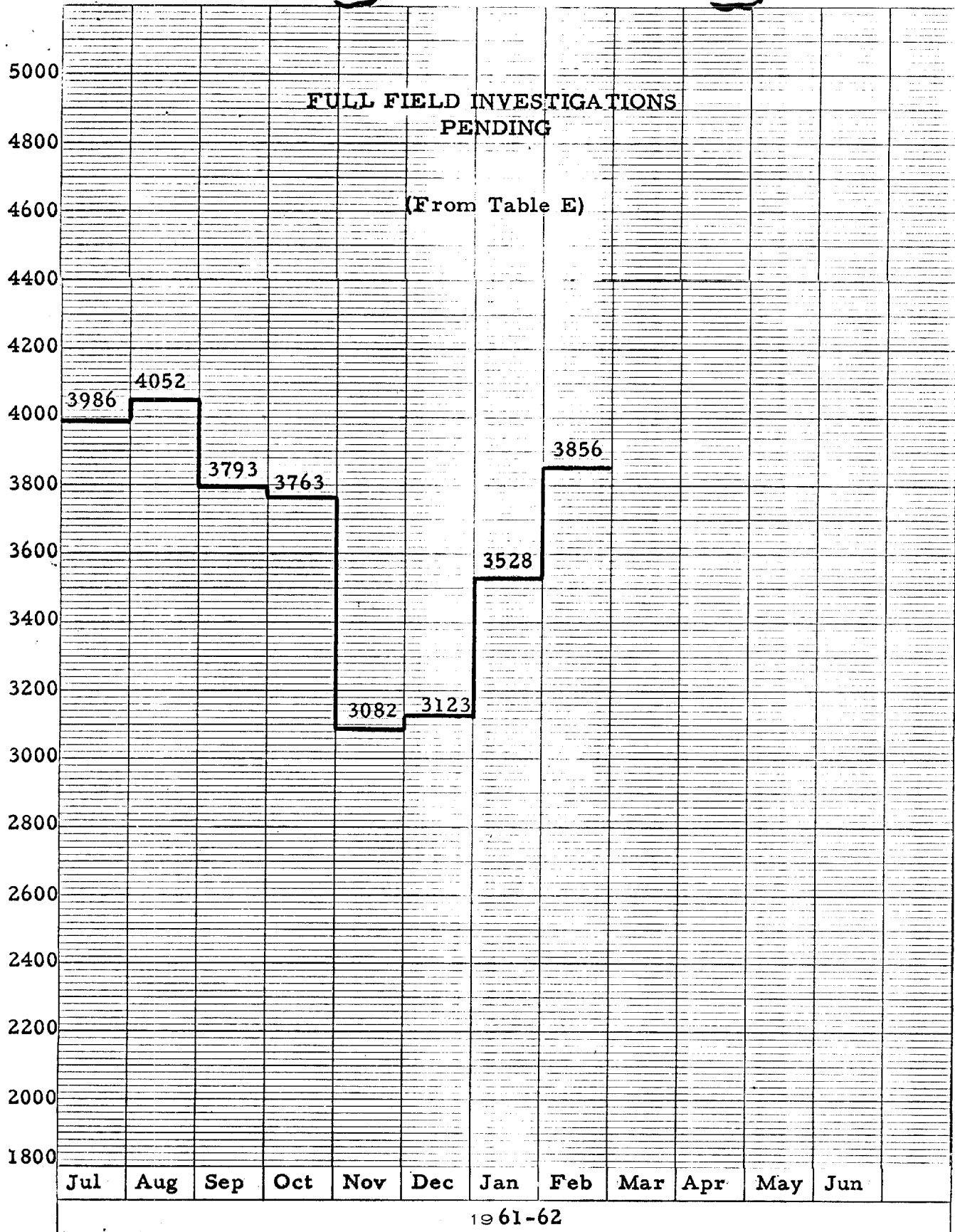
FULL FIELD INVESTIGATIONS PENDING

This Chart reflects statistics in Table E.

The solid line graph represents the total number of cases in the field pending Full Field Investigations. It reflects the backlog of investigative cases.

Covert Operational Support cases are not included in these statistics.

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1961-62  
(FY-1962)

Chart #8

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EXPLANATION OF CHART #9

INVESTIGATIVE AND SUPPORT ASSIGNMENTS PER AGENT

This Chart reflects statistics in Table F.

The statistics reflected in this Chart include both investigative and Operational Support ASSIGNMENTS.

The dotted line graph represents the total number of Investigative and Operational Support ASSIGNMENTS Pending per Agent in the field.

The solid line graph represents the total number of Investigative and Operational Support ASSIGNMENTS Completed per Agent in the field.

The dot-dash line graph represents the average number of Agents used on Investigative and Support Assignments during the month.

It should be noted that the statistics herein are concerned with ASSIGNMENTS and not cases. One case may be divided into numerous assignments.

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## OFFICE OF SECURITY

## CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Month of FEBRUARY 19 62

ACTIVITY		ACTIONS	
1. Requests for CIA record checks received from other agencies		4413	
2. Security files reviewed in response to other agency requests (Requests pending over 10 days <u>200</u> )		158	
3. Employee interviews (Returnees, Resignees, Official Travelers and Special)		261	
4. Employees' transfer and reassignment actions reviewed		412	
REQUESTS FOR APPROVAL OF:		Disapproved	Approved
5. Training at outside institutions		1	206
6. Private travel		0	30
7. Manuscripts, speeches, books, etc. (Total pages reviewed <u>526</u> )		2	15
8. Liaison contacts		19	831
9. Miscellaneous outside activities		4	566

## TRAINING ACTIVITIES

1. Security personnel receiving training during month \_\_\_\_\_
2. Agency Security Indoctrination group lectures given \_\_\_\_\_  
(Attendance \_\_\_\_\_)

These statistics dis-  
continued as of  
January 1962

TABLE G**CONFIDENTIAL**

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EXPLANATION OF CHART #10

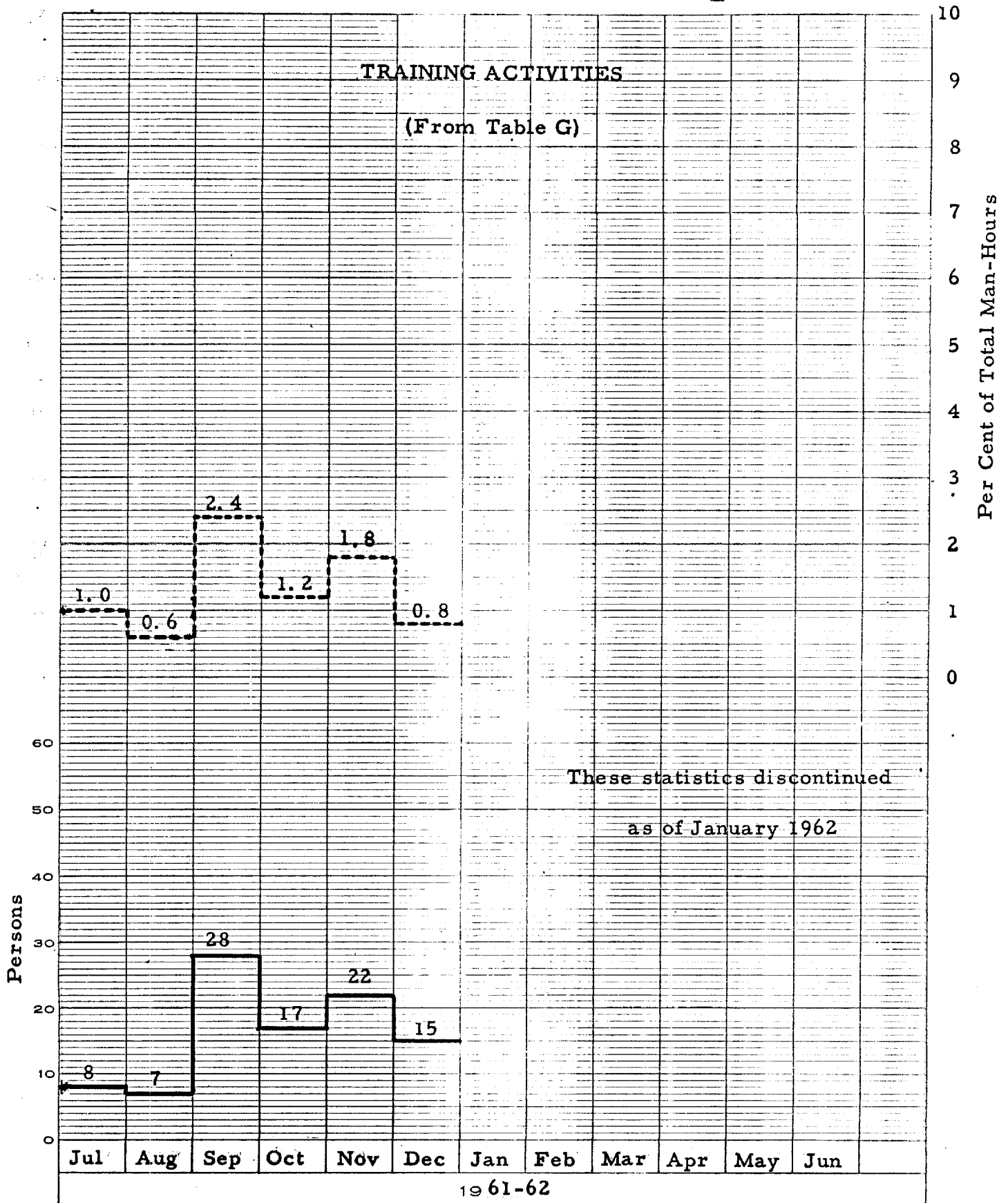
TRAINING ACTIVITIES

This Chart reflects statistics in Table G.

The solid line graph represents the total number of Office of Security personnel who were engaged in training at anytime during the month.

The dotted line graph representing the Percentage of Possible Maximum Man Hours Devoted to Training by the Office of Security is derived from the total man hours available to the Office of Security at Headquarters during the month and the man hours devoted to training as recorded in Table G. This percentage will generally be less than that computed by the Office of Training for the reason that the Office of Security uses an actual "on duty" figure at Headquarters. Since this figure is not available to OTR, their "on duty" figure will generally be less, and their computed percentage figure greater, than the Office of Security figures. In addition, neither the Office of Security nor the OTR computations allow for personnel on leave, therefore the percentage recorded herein will always be a little less than the percentage actually in training.

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(FY-1962)

Chart #10

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OFFICE OF SECURITY  
 PHYSICAL SECURITY DIVISION ACTIVITIES

FEBRUARY 1962

I

Headquarters security violations reported, investigated and charged	<u>54</u>	
Overseas security violations reported and charged	<u>39</u>	
	TOTAL	<u>93</u>
Alleged violations investigated and cleared (Hdqrs. <u>30</u> Overseas <u>6</u> )		<u>36</u>
Foreign physical security surveys completed		<u>0</u>
<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span> security surveys completed ( <u>2</u> major <u>6</u> minor)		<u>8</u>
Physical security guidance and support actions rendered at Headquarters for:		25X1
<div style="border: 1px solid black; width: 450px; height: 60px; margin: 0 auto;"></div>		
<span style="border: 1px solid black; display: inline-block; width: 200px; height: 1.2em; vertical-align: middle;"></span> physical security assignments (Man-days)		<u>28</u>
<span style="border: 1px solid black; display: inline-block; width: 200px; height: 1.2em; vertical-align: middle;"></span> physical security assignments (Man-days)		<u>46</u>
Special security investigations completed		<u>2</u>
Special USIB investigations (Man-hours)		<u>40</u>

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## PHYSICAL SECURITY DIVISION ACTIVITIES - FEBRUARY 1962

## II

NSO Night Security Inspections (offices)	<u>2,559</u>
Other Security Matters Handled after hours by NSOs	<u>3,256</u>
Safe combinations changed	<u>358</u>
Safes Repaired	<u>378</u>
CIA Identification Processes Performed	<u>104</u>
Regular, Limited, Special and Maintenance Employees (GSA) Badges Issued	<u>585</u>
Visitor Passes Issued	<u>8,484</u>
General	
Processed by Receptionists	4,548
Processed by Guards	<u>1,413</u>
TOTAL	<u>5,961</u>
Applicants	734
Forgotten Badges	650
Deliveries	1,139
Armed Escort of Classified Material (Domestic Trips) (Man Hours - 25 1/2)	<u>5</u>

## III

Safety inspections and investigations	<u>35</u>
Safety briefings, meetings and conferences	<u>50</u>

**SECRET**TABLE H (Page 2 of 2)

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EXPLANATION OF CHART #11  
AGENCY SECURITY VIOLATIONS

This Chart reflects statistics in Table H.

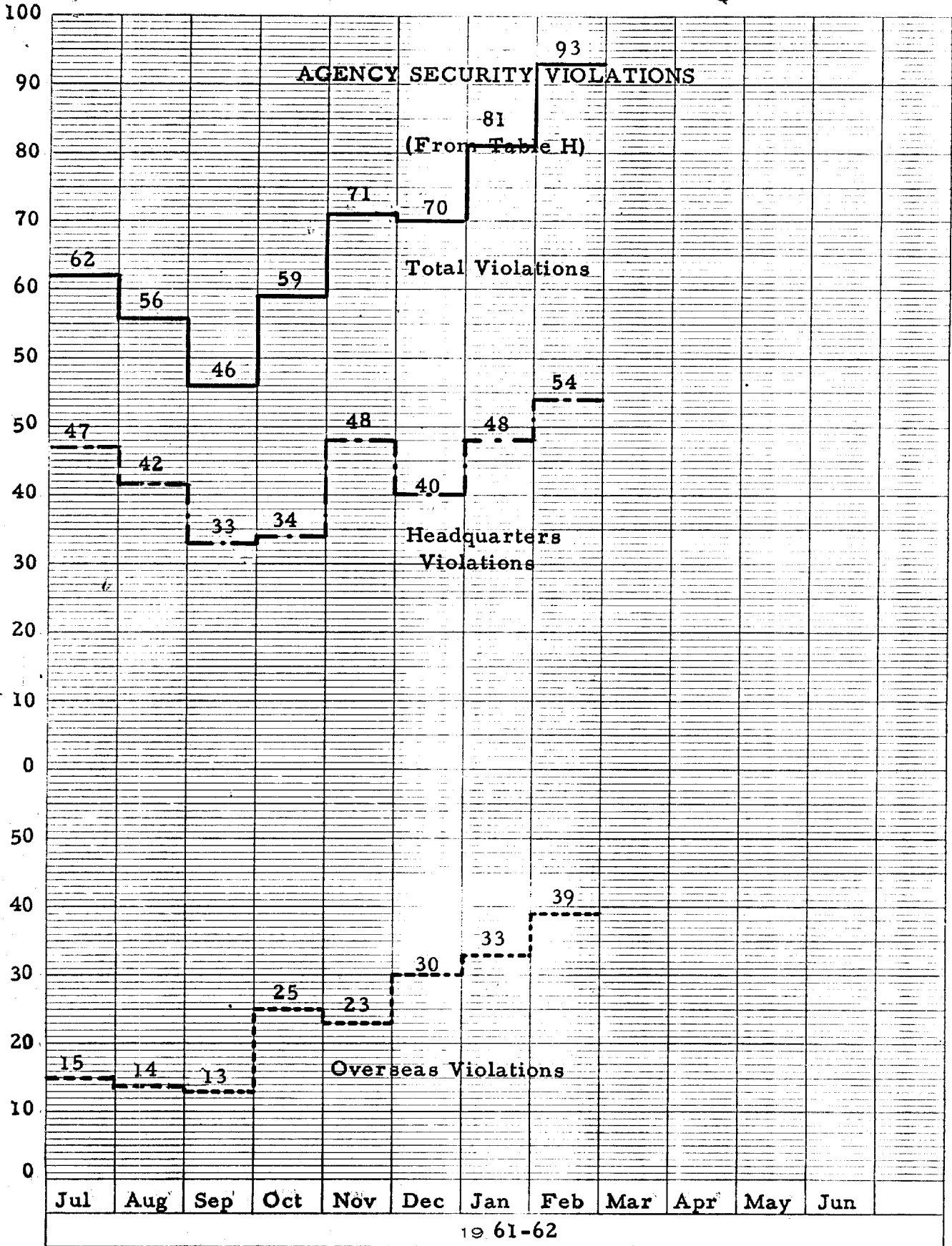
The solid line graph represents the total number of security violations charged in the Agency during the period. It is made up of the following:

Headquarters violations reported, investigated and charged, represented by the dot-dash graph line.

Overseas violations reported to headquarters and charged, represented by the dotted line graph.

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19 61-62

(FY-1962)

Chart #11

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OFFICE OF SECURITY  
Technical Division

February 1962

1) Audio Countermeasure Inspections

Domestic Rooms	24
Foreign Rooms	(Two Tech Teams Abroad)
Domestic Phones Checked	25
Foreign Phones Checked	(Two Tech Teams Abroad)

2) Briefings

Overt	12 Manhours
-------	-------------

(Briefed a total of 110 persons)

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TABLE I