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28 Nov 1966

MEMORANDUM FOR: Director of Security

SUBJECT : Revision of OS Monthly Statistical Report

1. Reference is made to your oral request that the OS Monthly Statistical Report be revised to make it more meaningful and at the same time consider the requirements for the DDS Monthly Progress Report. On 1 November 1966, the DDS concurred in the format of DDS Monthly Report as submitted by the Office of Security.

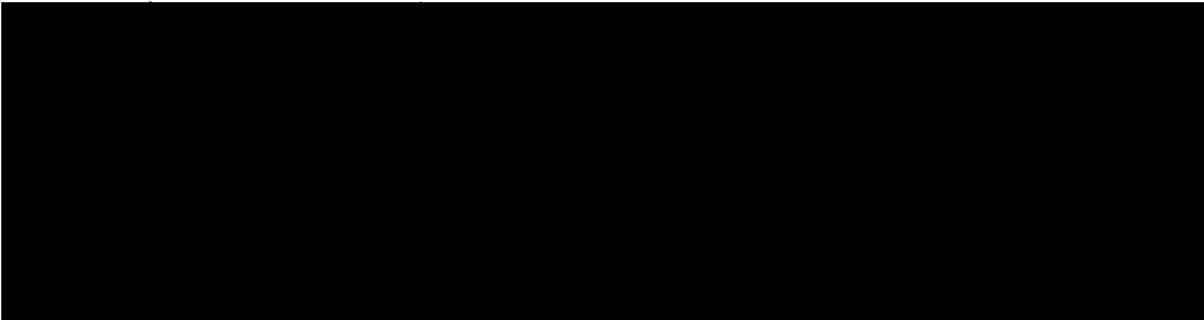
2. Attached as red Tab A is a copy of the OS Statistical Report for April 1966 prepared under the old format.

3. Attached as red Tab B is the OS Statistical Report for October 1966 as it would appear with the proposed changes submitted by the Deputy Directors. Also, the revision includes information that is now required for the Office of Security DDS Monthly Report. The proposed changes are set forth below and are also shown in the October report (red Tab B).

a. DD/PS

(1) Personnel Security and Personnel Actions (Red Tab B, A-4) - Security and Personnel statistics are required for the DDS Monthly Report.

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Automatic
downgrading and
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(4) It is further proposed to eliminate the use of the term "semi-covert" on all PS reports. All cases will be referred to as "overt."

b. DD/IOS

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(b) It is also planned to exclude from this report the count of covert cases over 90 days old. (Red Tab A, Tab D).

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(2) Status of Field Actions on Investigative Cases (Red Tab B, Tab E)

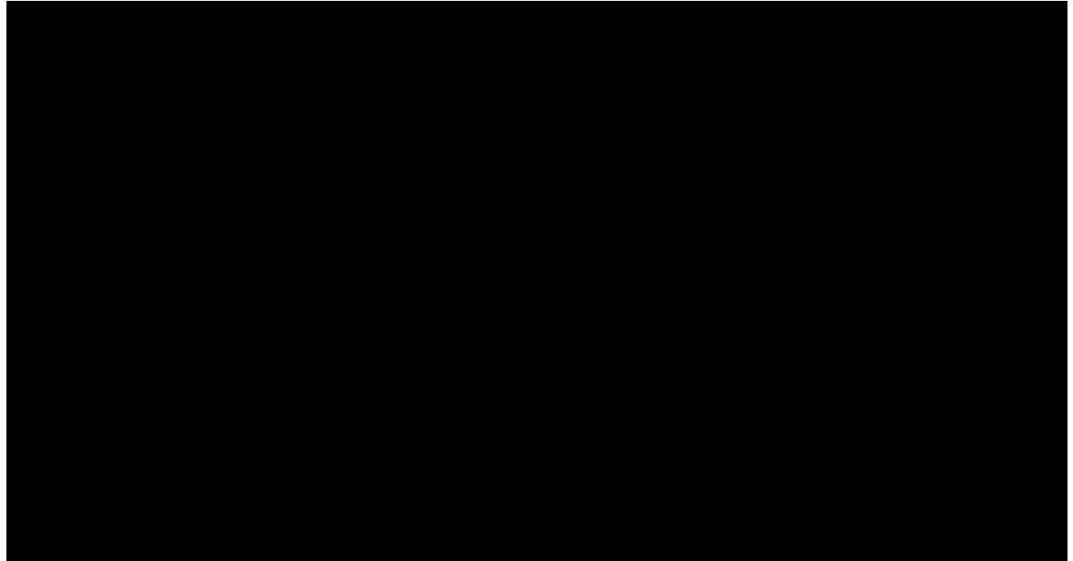
(a) It is proposed to continue furnishing this report in its present form, but to exclude the words "and semi-covert" from the types of cases requiring field investigations. This report in the future will identify cases only as "overt," "covert" and "total."

(b) In support of the above statistics, it is also proposed to include two graphs, one showing "Overt Field Cases Received and Completed" (Red Tab B, Tab E-1) and the other showing "Covert Field Cases Received and Completed" (Red Tab B, Tab E-2). The graphs will show monthly receipts and

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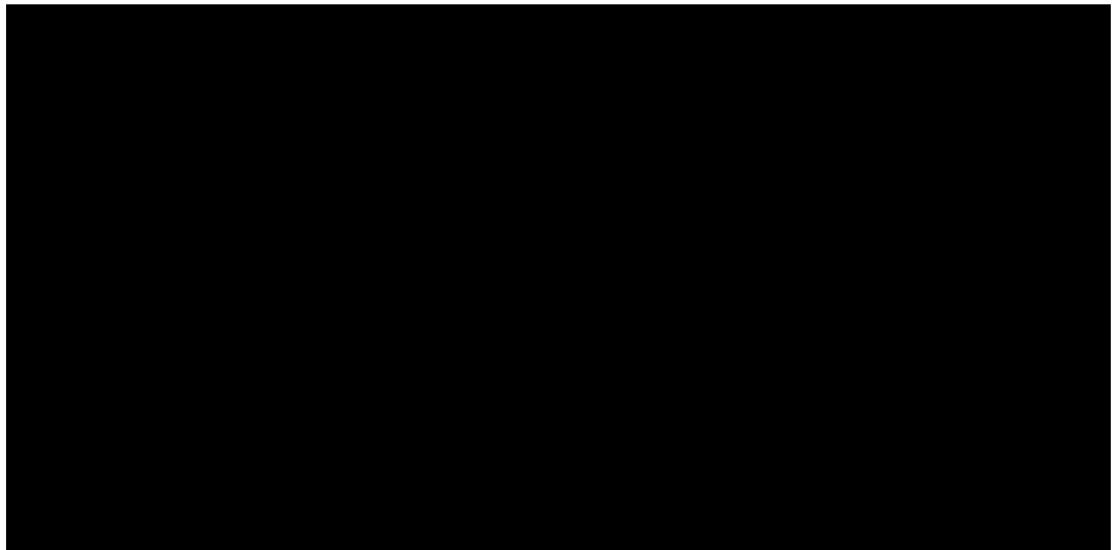
completions for the entire fiscal year and compare them with the monthly receipts and completions of the previous fiscal year.

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c. DD/PTOS

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(c) Man days spent in the Overseas Survey Programs which is now required in the DDS Monthly Report will be added to report of Red Tab B, Tab G.

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4. The Deputy Directors (IOS, PTOS and PS) concur in the revised report.

5. With your approval, the format for the OS Monthly Statistical Report for October 1966 will be followed (Red Tab B) in future reporting.

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[Redacted signature]

Acting Chief
Security Policy & Executive Staff

Attachments:

- Tab A
- Tab B

APPROVED:

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[Redacted signature]

Director of Security

28 November 1966

Date

An excellent job -

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