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23 January 1948

MEMORANDUM TO: Assistant Director, OO
Assistant Director, ORE
Executive for A & M

SUBJECT: Revision of Administrative Instruction [redacted]
to provide Security Clearance for the Employment
of Consultants on a Per Diem Basis

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1. Reference is made to the program of employment by OO and ORE of 100 or more scientific consultants and the necessity for establishing a security clearance policy for the employment of such consultants.

2. The program calls for the services of scientific consultants

[redacted]
specialized intelligence studies by ORE. It is not contemplated, except in a few cases, that a consultant will actually be employed within CIA buildings in a manner similar to that of a full time employee. Provision is made in the attached draft for such a possibility.

3. It is recognized that in some instances the fulfillment of a specialized scientific collection requirement will necessitate the services of a consultant possessing this special information but who does not meet the security clearance standards set forth in paragraph 2, Administrative Instruction [redacted]. In order not to deny CIA this specialized scientific intelligence, Provision and consideration must be given to the utilization of such consultants on a calculated risk basis. A waiver provision is included on the basis of a justification by OO or ORE of the collection requirement, capability of the proposed consultant, and the circumstances under which his services will be utilized. In such instances I & S, subject to the approval of the Director, will grant a limited security clearance, specifying the limiting conditions, in order that the collection requirement may be fulfilled.

4. The attached revision of Administrative Instruction [redacted] provides in paragraphs 9 to 14 the policies and procedures for the employment of consultants and adequately allows, within security limitations, for necessary scientific intelligence collection requirements.

5. It is requested that your concurrence or comments concerning the proposed Administrative Instruction be indicated hereon.

(Signed)

SHEFFIELD EDWARDS
Colonel, G.S.C.
Executive for Inspection & Security

Attachment:
proposed Adm. Instr.

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