

**CONFIDENTIAL**

OFFICE OF SECURITY  
STATISTICAL DATA BOOK  
FY-1965

JOB NO. 78-04007A  
BOX NO. 11  
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THE OFFICE OF SECURITY - A HISTORICAL NOTE

Upon the establishment of the CENTRAL INTELLIGENCE AGENCY in 1947 by Act of Congress, the AGENCY inherited from its immediate predecessors, the CENTRAL INTELLIGENCE GROUP (CIG) and the STRATEGIC SERVICES UNIT (SSU), several small offices which had security functions. These offices were more or less merged to form the EXECUTIVE FOR INSPECTION AND SECURITY of CIA. The responsibility of the EXECUTIVE was physical and personnel security; it had an extremely limited investigative capability.

Since 1946, the Federal Bureau of Investigation had conducted background investigations of CIG and CIA applicants, and continued to do so, except for the calendar year 1948, until December 1950. In early 1948, the Security Office of CIA was suddenly faced with the problem of conducting its own investigations of prospective CIA employees. In order to meet this requirement, a number of experienced investigators were recruited

[Redacted]

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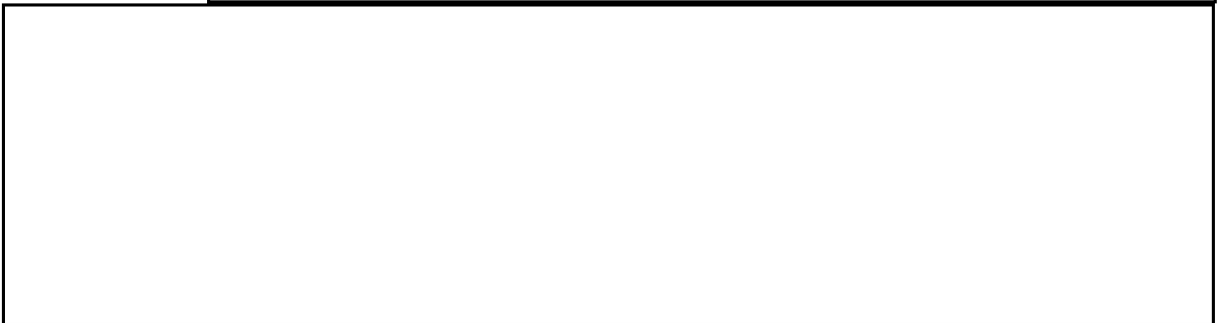
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The Polygraph program of the Office which began with one trained examiner in 1948 who concentrated almost exclusively on SI clearances, has grown to the point where it encompasses all CIA employees [REDACTED]

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Paralleling the growth of skill in interrogation has been the development in the other technical field of counter audio surveillance. Also initiated in 1948 with the assignment of one person, and developing through branch to divisional level, TECHNICAL DIVISION now has [REDACTED] professional security officers, many with degrees in their field, but all with skills developed only through exposure to this constantly growing threat of audio penetration, made more complex by the ever-increasing sophistication of the electronic equipment being developed, and the ever-increasing use of this technique by opposition services.

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Beginning in 1951, under the then SPECIAL SECURITY DIVISION, later re-named SECURITY SUPPORT DIVISION, now the DEPUTY DIRECTOR OF SECURITY FOR INVESTIGATIONS AND OPERATIONAL

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In 1957, based on the physical growth of the Office, as well as the experience acquired over the years, a major reorganization was completed to restructure the Office of Security on a more functional basis. This resulted in the establishment of two DEPUTY DIRECTORS OF SECURITY, one responsible for PERSONNEL and PHYSICAL SECURITY; the other for INVESTIGATIONS AND OPERATIONAL SUPPORT. In essence, this reorganization formalized what had been a working distinction for some time. DD/S(IOUS) was respon-

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[REDACTED] DD/S(PPS) encompassed the polygraph and counter audio functions, all aspects of physical security and the approval of and continual monitoring of staff employees of the AGENCY.

A principal function of the former SECURITY DIVISION of the former EXECUTIVE FOR INSPECTION AND SECURITY, now exercised by PERSONNEL SECURITY DIVISION, has been to implement the personnel security standards of the AGENCY in the selection and retention of staff and contract employees. Personnel security policy, inherited initially from CIA's predecessor organizations' General Order [REDACTED] which set forth security criteria for employment, has grown over the years in sophistication and complexity. In its implementation of CIA policy, and in conformity with the various

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Presidential Executive Orders (9835 of 1947 and 10450 of 1953) which established uniform standards for access to classified information, PERSONNEL SECURITY DIVISION, in its appraisal function, examines prospective employees to assure that they meet the security standards demanded by the AGENCY, and with an awareness of the suitability and stability factors, which so often can color a security determination.

25X1 During the decade 1955-1965, the developments in the AGENCY itself, and the corresponding reactions in the Office of Security, underlined the necessity both for flexibility and for centralized control. The growth of  in the mid-1950's - the increasing diversification of AGENCY proprietaries requiring the assignment of security officers - the development of new AGENCY components such as DD/S&T and OSA - the staging of large DD/P operations in Asia and Latin America which called for massive security support in terms of manpower and effort - all these served to point the need for another reorganization in 1965, to permit the Office to align its forces to meet the new demands being placed on it. This reorganization culminated in the creation of three DEPUTY DIRECTORS. DEPUTY DIRECTOR FOR INVESTIGATIONS AND OPERATIONAL SUPPORT remained essentially unchanged. The other DEPUTY DIRECTORATES deal with PHYSICAL, TECHNICAL AND OVERSEAS SECURITY and with PERSONNEL AND INDUSTRIAL SECURITY, respectively. The establishment of a major component

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of the Office, INDUSTRIAL SECURITY DIVISION, to establish and implement the security program for Agency contractors, is intended to centralize a security responsibility which had been held by a number of other components, and is a reflection of the AGENCY's growing involvement with the commercial world in the development of technological means to fill the requirements of intelligence collection.

To assist the Director of Security and his Deputies, a number of Staffs have been created over the years.

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Since 1951, the SECURITY RESEARCH STAFF, has provided the Office with a counterintelligence service in the detection and exposure of hostile attempts to penetrate the AGENCY. The EXECUTIVE OFFICER and his staff, since 1952, have provided support to the entire Office. In 1952, the ADMINISTRATION AND TRAINING STAFF was established to centralize the administrative, finance and personnel functions of the Office, as well as to insure the continued training of security officers.

The mission of the Office of Security is to insure the security of the AGENCY - its personnel, information and operations. To accomplish that mission, the Office, over a relatively short period, has

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gone through several structural changes and has increased in strength

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[redacted] The mission, however, remains the

same - a constant goal and challenge which the personnel of the

Office seek to attain in a great variety of ways, from the background

investigation of an applicant - the security briefing and periodic

educational lecture of an employee - [redacted]

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OFFICE OF SECURITY

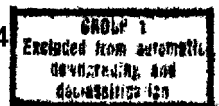
MISSION

The Office of Security prepares and executes the Agency security program and performs security inspection functions.

The Office of Security recommends Agency policies relating to security, and establishes procedures for implementation; obtains and evaluates pertinent information regarding the security acceptability of personnel for employment, assignment or association with the Agency; develops and conducts internal counterintelligence programs; establishes physical security safeguards for Agency establishments; determines effectiveness with which security standards are maintained and policies are implemented and institutes or recommends, as appropriate, improvements where indicated; furnishes security advice and guidance to Agency employees.

The Office of Security conducts technical countermeasures programs for the Agency; provides security support to emergency planning; establishes and maintains necessary liaison with officials in other government agencies on security matters; develops industrial security programs for Agency contractors; conducts research in security fields; provides security support and trained professional security officers, as required, to Agency components and domestic and foreign installations and operations; plans, develops and conducts the safety and fire prevention programs for domestic installations and furnishes staff guidance and assistance for the development of similar overseas programs.

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Mission

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THE DIRECTOR OF SECURITY

The functions and responsibilities of the DIRECTOR OF SECURITY, which in their implementation have grown and diversified with the maturity of the AGENCY, are essentially the preparation and execution of the AGENCY'S security program as shown in detail in

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In addition to these internal CIA responsibilities, the DIRECTOR OF CENTRAL INTELLIGENCE has delegated to the DIRECTOR OF SECURITY the responsibility for initiation of appropriate investigative action and damage assessment in the event of an unauthorized disclosure affecting U. S. intelligence sources and methods. This responsibility was formalized in 1959 by the appointment of the DIRECTOR OF SECURITY as CHAIRMAN of the SECURITY COMMITTEE of the UNITED STATES INTELLIGENCE BOARD (USIB), to advise the U. S. intelligence community on security matters of common concern and to promote uniform security standards and practices within the community.

A more recently acquired function of the DIRECTOR OF SECURITY is the formulation of security policies for the DCI to recommend in a joint CIA/DOD program.

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ORGANIZATION,  
PERSONNEL & COSTS

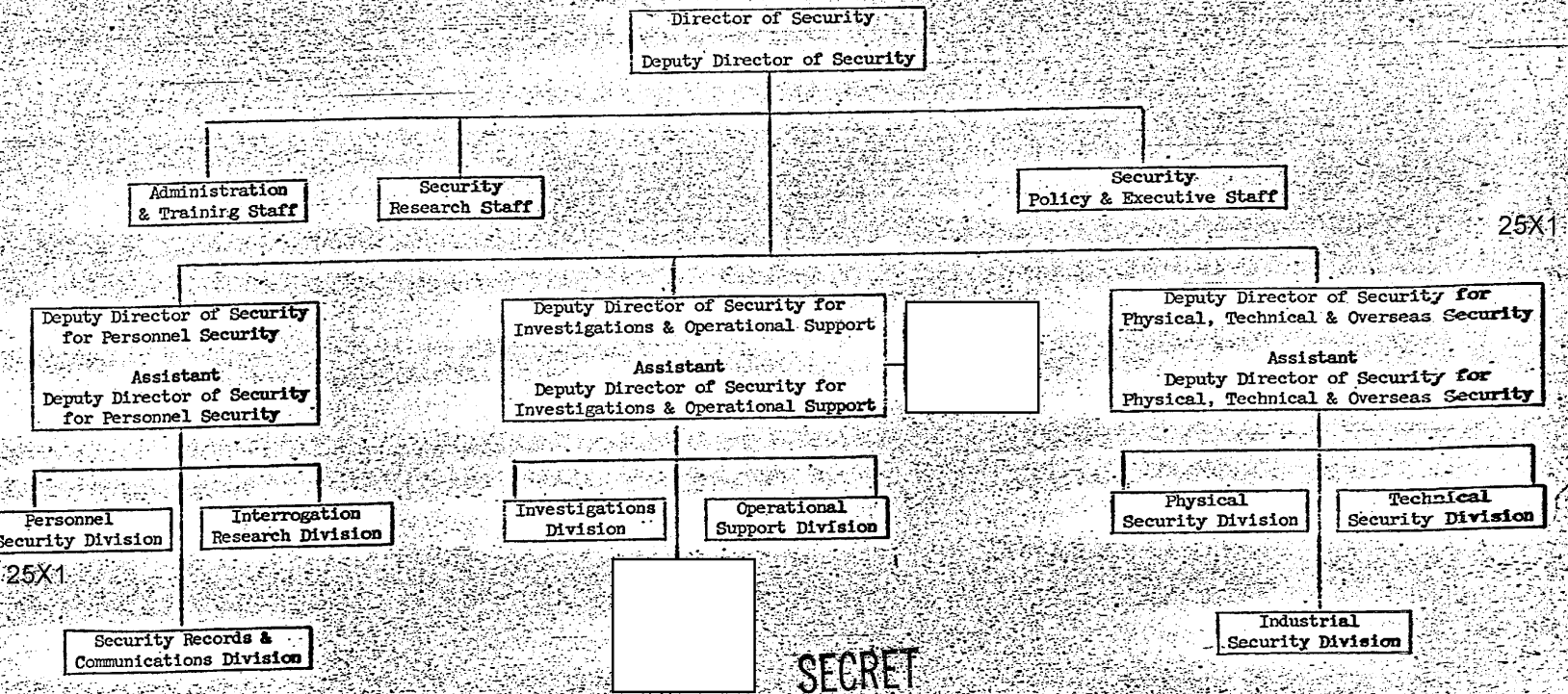


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**ORGANIZATIONAL STRUCTURE  
OFFICE OF SECURITY**

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STATISTICAL SUMMARY

FOR

OFFICE OF SECURITY

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OFFICE OF SECURITY

PERSONNEL FACTORS

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A. Position Totals in Security Career Service

No.

- 1. Professionals . . . . .
- 2. Clericals . . . . .
- Totals in OS
- 3. Professionals (Outside OS) . . . . .
- 4. Clericals (Outside OS) . . . . .
- Totals Outside OS
- OS Career Service Totals

\*Eleven of these are non 'SS' positions in the Administration and Training Staff.

B. Personnel Statistics

1. Professionals

- a. Average Age . . . . . 41.0
- b. Average Grade . . . . . 12.1
- c. Educational Level 25X9A2
  - (1) Less than College Degree . .
  - (2) College Degree or Better . .
- d. Average Agency Experience . . . . 12.6

2. Clericals

- a. Average Age . . . . . 26.9
- b. Average Grade . . . . . 5.6
- c. Educational Level 25X9A2
  - (1) Less than College Degree . .
  - (2) College Degree or Better . .
- d. Average Agency Experience . . . . 4.5

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COMPARISON FIGURES  
OF  
COST FACTORS

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OFFICE OF SECURITY  
ACCOUNTABLE PROPERTY COSTS  
FISCAL YEAR 1965

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PERSONNEL GROWTH  
FOR  
OFFICE OF SECURITY  
1946 - FY 1965

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AGE AND GRADE DISTRIBUTION OF MALE AND FEMALE  
STAFF EMPLOYEES OF THE  
OFFICE OF SECURITY  
AS OF 30 JUNE 1965

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Office  
Director of Security

SP&ES

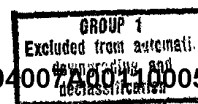
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SECURITY POLICY AND EXECUTIVE STAFF

MISSION

The Security Policy & Executive Staff serves as the policy and planning component of the Office of Security for programs which transcendent specific organizational components and provides Office of Security support to the Security Committee of the United States Intelligence Board. The Staff establishes security policy for a sensitive interdepartmental intelligence collection program; provides for the delegation of security responsibility to the various departments and agencies who participate in the program; conducts surveys of certain activities of such departments and agencies; effects continuing surveillance of news media to identify possible security leaks which require investigation and/or possible action by the Security Committee of USIB. The Security Policy & Executive Staff furnishes security guidance, concerning matters dealing with the public release of information, to the director of a sensitive intelligence gathering program. This guidance represents the position of the DCI as developed by the Staff and approved by the Director of Security. The Staff prepares damage assessments pertaining to unauthorized disclosures or foreign penetrations affecting intelligence information; prepares or coordinates Agency policies, procedures, regulations,

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and issuances of a security nature; serves as the focal point for the coordination of action papers which transcend major Office of Security organizational components; provides security policy for the maintenance of two interdepartmental, compartmented security control systems and determines whether or not these policies are being followed by other departments and agencies concerned; and provides the security advisor to a compartmented committee of USIB. Monitors individual briefings and debriefings for compartmented security programs operating within the CIA and the intelligence community. As appropriate, conducts such briefings and debriefings within the CIA, the Executive Office of the President and other departments and agencies. The Staff provides the CIA representative on the United States Military Information Control Committee; recommends the security position on proposed releases of National Intelligence Estimates to foreign governments; furnishes security policy advice on proposed legislation, Executive Orders or other issuances concerning matters of Agency security interest. The Staff conducts special security studies on matters having security policy implications and recommends action, as appropriate, to the Security Committee of USIB; prepares Office of Security reports on plans, production, progress, and objectives; provides CIA security support planning for war and emergency

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situations; develops Office of Security emergency plans and provides executive administration of such plans; conducts special inspections for the Director of Security. The Staff maintains appropriate liaison with other government departments and agencies on matters of security policy concern.

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SPECIAL SECURITY CENTER

I. HISTORY

A Special Security Center was established under the direction of the Director of Security in August 1962 to devote its total effort toward fulfilling the Security responsibilities of the DCI [REDACTED]

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II. AUTHORITY

The Office of Security, CIA, through a written agreement between the Secretary of Defense and the Director of Central Intelligence dated 25 April 1962, was assigned responsibility for the establishment and implementation of security policy for major programs conducted by CIA and other agencies. Subsequent agreements between the Secretary of Defense and the Director of Central Intelligence dated August 1963 and August 1965 reiterated this responsibility.

III. PURPOSE AND MISSION

The Center is manned to perform the following functions:

1. Formulate security policy [REDACTED] and define security practices and procedures under which the Program will operate.

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2. Provide procedures for the delegation of security responsibility through the Director [REDACTED] to the major components of the Program or to other departments

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and agencies as appropriate.

3. Provide systems for security surveys to gather information on which to base security policy requirements and to determine the effectiveness of security policies, practices and procedures.

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4. Furnish security guidance on matters dealing with the public release of  or related information.

5. Furnish a Chief of Security to the Staff of

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7. Conduct Security Briefings on all Compartmented Security Systems for non-USIB agencies and departments.

8. Take such other security actions as may be directed.

9. The SSC structured and monitors the  Security System to protect the operational aspects of

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10. The Special Assistant, SSC, serves as the Security Consultant on COMOR.

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11. A member of the SSC has served as the OS representative to the Working Group of the Security Committee of USIB in structuring a uniform personnel security code to define minimum personnel security requirements for security approvals for access to compartmented information.

12. The Center serves the Director of Security as Executive Office in correspondence to and for the DCI on matters of security [redacted]

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13. The SSC provides a security representative to the CIA Group concerned with the review of NASA activities bearing specifically on [redacted] activities.

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IV. ORGANIZATION

Chief, SSC

Policy Branch

Survey Branch

Special Assistant (TSO)

Special Assistant (Public Information)

Special Assistant [redacted]

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SPECIAL SECURITY CENTER

V. PERSONNEL FACTORS

No.

A. Personnel Totals

1. Professionals . . . . .

2. Clerical . . . . .

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B. Personnel Statistics

1. Professionals

a. Average Age . . . . . 48

b. Average Grade . . . . . 14

c. Educational Level

(1) Less than College Degree . . .

(2) College Degree or Better . . .

d. Average Agency Experience . . . . . 14

25X1

2. Clericals

a. Average Age . . . . . 22

b. Average Grade . . . . . 6

c. Educational Level

(1) Less than College Degree . . .

(2) College Degree or Better . . .

d. Average Agency Experience . . . . .

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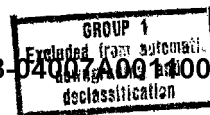
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EXECUTIVE AND PLANNING DIVISION

I. MISSION

Serves as the policy and planning component of the Office of Security for programs which transcend specific organizational components. Prepares and/or coordinates Agency policies, procedures, regulations, and issuances of a security nature. Serves as the focal point for the coordination of action papers which transcends major Office of Security organizational components. Furnishes security policy advice on proposed legislation, Executive Orders or other matters of Agency security interest. Conduct special security studies and reviews on matters having security policy implications and recommends action as appropriate. Prepares Office of Security reports on production, progress, and objectives. Provides CIA Security support planning for War and Emergency situations. Develops Office of Security emergency plans and provides executive administration of such plans. Conducts sensitive inspections for the Director of Security and maintains appropriate liaison with other government agencies and departments on matters of security policy concern. Provides the Executive Secretariat and alternate member to the Security Committee of the United States Intelligence Board. Effects

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continuing surveillance of the news media to identify possible unauthorized disclosures of classified information which would require investigation and/or possible action by the Security Committee of USIB. Conduct special security studies and reviews on matters having security policy implications and recommends action as appropriate to the USIB Security Committee. Prepares damage assessments pertaining to unauthorized disclosures or foreign penetrations affecting intelligence information. Provides the CIA representative and alternate member on the United States Military Information Control Committee. Recommends the CIA position on proposed releases of National Intelligence Estimates and information to foreign governments

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EXECUTIVE AND PLANNING DIVISION

II. ORGANIZATION

Chief - US-MICC Representative

Special Assistant - Executive Secretary USIB

Special Assistant - US-MICC Matters and Document Review

Special Assistant - War Plans and Surveys

Special Assistant - Deputy Chief and Regulations

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EXECUTIVE AND PLANNING DIVISION

III. PERSONNEL FACTORS

A. Personnel Totals No.

- 1. Professionals . . . . .
- 2. Clerical . . . . .

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B. Personnel Statistics

1. Professionals

- a. Average Age . . . . . 45.6
- b. Average Grade . . . . . 13+
- c. Educational Level

- (1) Less than College Degree
- (2) College Degree or Better

25X9A2

- d. Average Agency Experience . . 13

2. Clericals

- a. Average Age . . . . . 30
- b. Average Grade . . . . . 06
- c. Educational Level

- (1) Less than College Degree
- (2) College Degree or More

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- d. Average Agency Experience . . 4.7

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USIB SECURITY COMMITTEE

AUTHORITY: DCID 1/11, 24 March 1959

RESPONSIBILITY:

1. Recommend to the USIB security policy, standards, practices and procedures for the protection of intelligence, intelligence information, intelligence sources and methods.

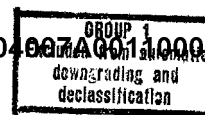
2. Consider damage to national security resulting from unauthorized disclosure of intelligence information and recommend corrective action.

DETAILS:

The Security Committee was established to improve the security posture of the entire intelligence community by raising the level of security in all USIB member agencies. Recognizing the necessity for continual effort to maintain these standards as well as the need for uniformity throughout the community, the Committee is engaged in a continuing effort to monitor and improve the security programs of member agencies. The Committee is chaired by the Director of Security, CIA and its members include representatives from State, DIA, Army, Navy, Air Force, NSA, FBI and AEC. A few examples

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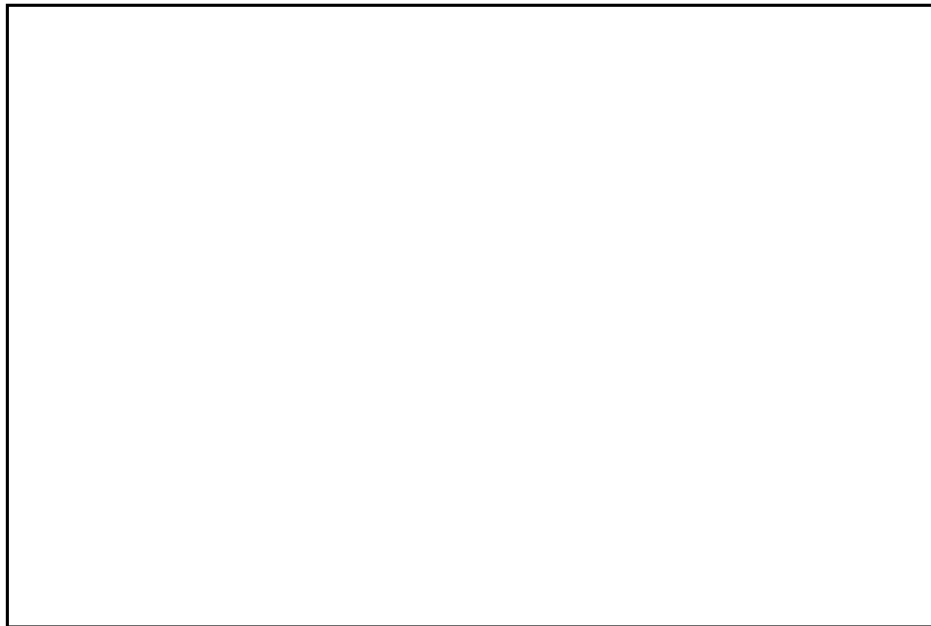


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will show the Committee's activities in this community effort:

A. Established standard terminology for perversion for use by all community polygraph operators.



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D. To improve and standardize personnel security criteria for compartmented intelligence, the Committee is currently considering a uniform regulation (IBSEC-PR/8) with which all member agencies must comply.

E. In the field of physical security, a standard physical survey form has been adopted. In the future, it is planned to attempt to institute uniform physical security standards for the community - a difficult task.

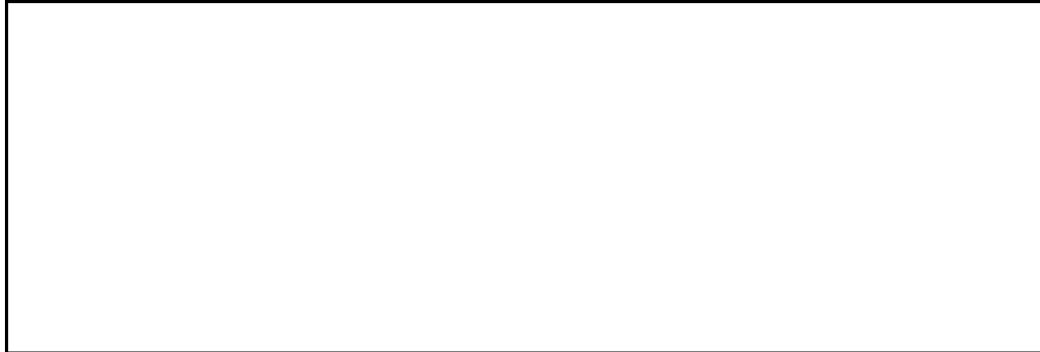
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G. To improve the security education programs of the community as a service of common concern, the Committee is preparing a study of Soviet/Satellite harassments and provocations directed at U. S. personnel in Bloc posts. This should not only provide insight into Soviet Modus operandi, but will give the community source material for the defensive security briefings to be given to all personnel sent to denied areas.

The Committee's function is to improve, to make uniform and to monitor the security practices of the U. S. intelligence community. To perform these functions it constantly reviews the physical - personnel - documentary and technical security policies under which the community operates in an effort to correct deficiencies and close the gaps in the fence - recognizing that if one agency is weak - the entire community is threatened.

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UNITED STATES  
MILITARY INFORMATION  
CONTROL COMMITTEE

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UNITED STATES MILITARY INFORMATION CONTROL COMMITTEE

1. BACKGROUND

a. November 1934 - Agreement reached by State-War-Navy. Consult on matters regarding export of material relating to defense of U. S.

b. 1945 - Technical Information Security Control Committee established (TISC). Changed to State-War-Navy Committee for Military Information Control (SWNC-MIC). Applied to all military information.

c. 1949 - State-Defense Military Information Control Committee (S-DMICC) established.

d. 1964 - Redesignated the U. S. Military Information Control Committee (US-MICC).

2. AUTHORITY

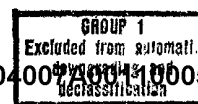
a. Presidential Directive of 27 February 1946.

b. Presidential Directive of 23 September 1958 - Included reaffirmation of applicability of 27 February 1946 basic policy.

c. Presidential Instruction of 10 September 1959 (NSC Action 2125b).

d. Other Acts, Executive Orders, Agreements, Directives, Presidential Pronouncements, etc.

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3. PURPOSE OF COMMITTEE

a. Functions as the Agency for the Secretaries of State and Defense for developing, formulating and promulgating policies and procedures governing the disclosure of classified military information to foreign governments and international organizations consistent with basic policy approved by the President.

b. Supervises implementation of such policies and procedures.

c. Assures disclosure is consistent with the foreign policy, military and security objectives of the U. S.

4. ORGANIZATION

a. Voting Members

State (Chairman)	Air Force
Defense	AEC
Army	CIA
Navy	

b. Observers - JCS, NASA, Executive Secretary of US-MICC Secretariat.

c. Alternates.

d. Consultants - Authorization may be requested for meetings.

e. Deputy Chairman and Secretary furnished by State.

f. Secretariat.

(1) Composed of officers designated by State,

Army, Navy and Air Force.

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(2) Administrative Personnel.

(3) Processes requests from Defense agencies, advisory groups, missions to NATO nations, overseas commands, international organizations, etc.

5. FREQUENCY OF MEETINGS - Usually twice per month.

6. AGENCY TO WHOM COMMITTEE REPORTS - National Security Council.

7. SURVEYS

a. Teams periodically dispatched to evaluate security programs of foreign governments.

b. Surveys directed to such areas as:

(1) Changes in security legislation since last visit.

(2) Changes in security organization of government.

(3) Personnel security.

(4) Physical security.

(5) Industrial security.

(6) Document control

c. NATO Security Programs (Atomic Energy Information).

d. Survey Reports.

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SECURITY RESEARCH STAFF

MISSION

The Security Research Staff collects, develops and evaluates information for the purpose of detecting, preventing and arresting penetration of the Agency by foreign or domestic organizations or individuals whose activities may be inimical to the United States; maintains liaison with various government agencies to assure the free flow of highly sensitive information in connection with counter-intelligence activities; conducts research in connection with employee loyalty cases and with respect to covert projects and clearance activity; reviews and evaluates, on a continuing basis, security records of Agency employees to guard against penetration or defection or any association or activity contrary to the interest of the Agency; and coordinates all counterintelligence efforts throughout the Office of Security.

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GROUP 1  
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declassification



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SECURITY RESEARCH STAFF

PERSONNEL FACTORS

No.

A. Personnel Totals

1. Professionals . . . . .

25X9A2

2. Clerical . . . . .

B. Personnel Statistics

1. Professionals

a. Average Age . . . . . 46.7

b. Average Grade . . . . . 13.3

c. Educational Level

(1) Less than College Degree . .

25X9A2

(2) College Degree or Better . .

d. Average Agency Experience . . . . . 14.9

2. Clericals

a. Average Age . . . . . 34.9

b. Average Grade . . . . . 5.9

c. Educational Level

(1) Less than College Degree . .

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(2) College Degree or Better . .

d. Average Agency Experience . . . . . 5.8

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ADMINISTRATION & TRAINING STAFF  
OFFICE OF SECURITY

I. PURPOSE AND MISSION

Under the direction of the Director of Security, the Administration & Training Staff is charged with the responsibility for executing the Office of Security personnel policies and functions, including career management program; the budget and fiscal program; the logistics requirements; the security training program and the Agency-wide security education and security indoctrination programs.

II. ORGANIZATION

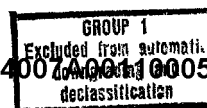
25X9A2

The Administration & Training Staff is composed of  people as follows:

- A. Budget & Fiscal Branch
- B. Logistics Branch
- C. Personnel Branch
- D. Training Branch

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III. AGENCY PANELS AND BOARDS

- A. Overseas Selection Panel
- B. Security Career Service Board
- C. Competitive Evaluation Panels
- D. OS Entertainment and Recreation Committee

IV. OS SUGGESTION AWARDS COMMITTEE

For Fiscal Year 1965:

Total Submitted . . . . .	25
Total Considered Eligible . . . . .	16
Total Adopted . . . . .	3
Total Cash Award. . . . .	\$320
Total Savings to Agency Realized from Adopted Suggestions	\$7,000

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V. PERSONNEL FACTORS

A. Personnel Totals

No.

1. Professional . . . . .

25X9A2

2. Clericals . . . . .

B. Personnel Statistics

1. Professionals

a. Average Age . . . . . 41.6

b. Average Grade . . . . . 11.9

c. Educational Level

(1) Less than College Degree . . .

25X9A2

(2) College Degree or Better . . .

d. Average Agency Experience . . . 10.7

2. Clericals

a. Average Age . . . . . 25.6

b. Average Grade . . . . . 5.5

c. Educational Level

(1) Less than College Degree . . .

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(2) College Degree or Better . . .

d. Average Agency Experience . . . 2.6

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IV. FOREIGN LANGUAGE PROFICIENCY

Chinese . . . . .	5	Slovak . . . . .	1
Swedish . . . . .	1	Czech . . . . .	2
German . . . . .	27	Croatian . . . . .	1
Greek . . . . .	3	Russian . . . . .	6
Arabic . . . . .	3	Tibetan . . . . .	1
Urdu . . . . .	1	Japanese . . . . .	13
French . . . . .	34	Italian . . . . .	9
Spanish . . . . .	32	Portuguese . . . . .	1
Polish . . . . .	2		
		Total Linguists . . . . .	142

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OS BRIEFING PROGRAM

Security Weekly Indoctrination Program (8 hours)

Began September 1961 -- Completed (196) Sessions

Total Agency Employees Attending thru June 1965 . . . . .

[Redacted box]

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Security Reindoctrination Program #2 (1 hour)

Began 1964 -- Completed (50) Sessions

Total Agency Employees Attending thru April 1965 . . . . .

Dependents Security Briefing (1 hour)

Began 1961 -- Completed 40 Sessions

Total Attendees thru June 1965 . . . . .

OS Organization and Special Security Briefing (1 hour)

(For new and summer employees)

Began 1961 -- Completed as Needed

Total Attendees thru June 1965 . . . . .

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O/DDS  
FOR PERSONNEL SECURITY



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DEPUTY DIRECTOR FOR PERSONNEL SECURITY

MISSION

The Deputy Director for Personnel Security assists the Director of Security with the preparation and execution of the Agency's security program insofar as it relates to the fields of personnel security, polygraph interrogations, and records and communication activities, and is directly responsible for planning and implementing the programs in such fields of security.

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OFFICE OF THE DD/PS

PERSONNEL FACTORS

A. Personnel Totals No.

- 1. Professionals.....
- 2. Clerical.....

25X9A2

B. Personnel Statistics

1. Professionals

- a. Average Age..... 52
- b. Average Grade..... 16
- c. Educational Level

- (1) Less than College Degree.....
- (2) College Degree or Better.....

25X9A2

d. Average Agency Experience.... 17

2. Clericals

- a. Average Age..... 24
- b. Average Grade..... 7
- c. Educational Level

- (1) Less than College Degree.....
- (2) College Degree or More.....

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d. Average Agency Experience... 6

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PERSONNEL SECURITY DIVISION

I. HISTORY

Personnel Security and Physical Security were practically the only responsibilities of the Office of Security when the Central Intelligence Group was established in 1946. Security operations were started at this time by the formation of the CIG Security Division under the Executive for Personnel and Administration.

In November 1946 the security operations of CIG and Strategic Services Unit were combined under the Chief, Security Division. In 1947 the responsibility for Physical and Personnel Security in CIA was established under an Executive for Inspection and Security, except that OSO security matters were handled separately under the guidance of OSO. In the Fall of 1947 responsibility for overt cases of OSO was transferred to the Executive for Inspection and Security, but OSO continued to guide the covert cases. Since 1948, the Personnel Security Division has evolved into a

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Division consisting of [ ] with three Branches and a staff

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of [ ] assigned to the Office of the Chief.

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II. AUTHORITY

1. The Hatch Act, Section 9A (53 Stat. 1148)

Provides that it shall be unlawful for any person employed by the Federal Government, whose compensation is paid from funds authorized or appropriated by Congress, to have membership in any political party or organization which advocates the overthrow of our constitutional form of government in the United States.

2. Executive Order 10450

Provides that "the head of each department and agency of the Government shall be responsible for establishing and maintaining within his department or agency an effective program to insure that the employment and retention in employment of any civilian officer or employee within the department or agency is clearly consistent with the interests of the national security."

3. Executive Order 10501

Requires that "Knowledge or possession of classified defense information shall be permitted only to persons whose official duties require such access in the interest of promoting national defense and only if they have been determined to be trustworthy."

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4. Public Law 253, the National Security Act of 1947 (61 Stat. 495-510 as amended by 63 Stat. 578 to 592), third proviso Section 102 (d) (3)

"That the Director of Central Intelligence shall be responsible for protecting intelligence sources and methods from unauthorized disclosure."

5. Section 7 of Public Law 110, the CIA Act of 1949, 63 Stat. 208

Provides, "in the interest of the security of the foreign intelligence activities of the United States and in order further to implement the proviso of Section 102 (d) (3) of the National Security Act of 1947 (Public Law 253, 80th Congress, First Session) that the Director of Central Intelligence shall be responsible for protecting intelligence sources and methods from unauthorized disclosure, the Agency shall be exempted from the provisions of Sections 1 and 2, Chapter 795 of the Act of August 28, 1935 (49 Stat. 956) and any other law which requires the publication or disclosure of the organization, functions, names, official, titles, salaries, or number of personnel employed by the Agency."

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6. Act of August 26, 1950 (64 Stat. 476, ch. 803)

"Authorizes the heads of certain specified Government departments and agencies engaged in sensitive activities to summarily suspend employees considered to be poor security risks, and to terminate their services if subsequent investigation develops facts which support such action."

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7. Regulation

Clearance of personnel for duty with CIA, sets forth the purpose, authority, policy, and procedures for the security clearance program of the Agency.

### III. MISSION

The Personnel Security Division prescribes collection requirements for information on personnel to be employed by, assigned to, or associated with, the Agency in an overt or semi-covert capacity; analyzes the reports of field investigations for overt and semi-covert personnel; approves such personnel for employment or association with the Agency or recommends disapproval from a security standpoint or recommends referral to the Applicant Review Panel, of which Panel a member of the Personnel Security Division

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is a participant; performs continual research of information on persons and organizations of interest to the Agency; maintains liaison with other government agencies for the exchange of personnel security information; briefs and debriefs all overt and semi-covert personnel departing for overseas assignments or terminating employment; reviews and approves or recommends disapproval, from a security standpoint, changes in assignments in personnel between major components of the Agency or between Headquarters and overseas and requests for internal clearances; gives security guidance to, and exercises controls over, Headquarters employees with regard to their participation in certain outside activities having security implications; approves or recommends disapproval for special or codeword clearances for Agency personnel, Consultants, and others; controls liaison with other government agencies by security approving appropriate representatives of such agencies for contact; security monitors official travel to Iron Curtain countries; affords denied area briefings to Agency personnel, Consultants, and those people of

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interest to Contact Division; affords these people a denied area debriefing upon their return from these trips; maintains liaison

is the main component concerned with the various problems affecting Agency employees and is the component handling security liaison matters with the White House.

25X1

IV. ORGANIZATION

- A. Office of the Chief
- B. Clearance Activity
- C. Employee Activity

25X9A2

V. PERSONNEL FACTORS

A. Personnel Totals

No.

- 1. Professionals.....
- 2. Clerical .....

25X9A2

B. Personnel Statistics

1. Professionals

- a. Average Age ..... 43
- b. Average Grade ..... 12

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c. Educational Level

- (1) Less than College Degree.....
- (2) College Degree or Better .....

25X9A2

d. Average Agency Experience ... 11

2. Clericals

a. Average Age ..... 22

b. Average Grade ..... 04

c. Educational Level

- (1) Less than College Degree.....
- (2) College Degree or More .....

25X9A2

d. Average Agency Experience ... 2

VI. COST FACTORS

A. Personnel

- 1. Professional.....
- 2. Clerical .....

TOTAL

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B. Other

25X1A1A

- 1. Travel.....
- 2. Equipment, etc. ....

TOTAL

TOTAL BUDGET FY 1965

--

VII. TYPES OF PERSONNEL SECURITY ACTIONS (Fiscal Year 1965)

A. General

1. Clearance Actions

a. Staff Type

- (1) Approvals .....
- (2) Disapprovals .....
- (3) Cancelled .....

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25X9A2

b. Other Type

- (1) Approvals.....
- (2) Disapprovals .....
- (3) Cancelled .....

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25X9A2

2. Employee Review and Support Actions

a. Certifications.....  25X9A2

b. Interviews & Briefings ..... 404\*\*

c. Special Clearance Requests .....  25X9

d. Security File Reviews..... No Statistics  
Maintained

e. Assignment Actions .....  25X9

25X9A2

g. Sensitive Personnel  
Support Actions ..... 3 Professionals  
spent 5760 man-  
hours on inter-  
views, interro-  
gations, security  
guidance, warnings,  
and liaison with  
local police  
departments.

\*Estimate  
\*\*Appraisal Section Only

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5. Liaison Responsibility

A professional representative of PSD, when the need arises, performs liaison with local U.S. Government Departments and local Police Departments.

6. Agency Panel and Committee Responsibility

A professional representative of the Personnel Security Division is a member of the Applicant Review Panel; Overseas Candidate Panel and Clandestine Agent Panel, giving security advice and guidance as needed.

B. Specific (Fiscal Year 1965)

T/O Cases Received for Investigation .....	
Other Full Field Investigation Cases .....	
T/O Cases Approved .....	
Other Full Field Investigations Approved.....	
T/O Cases Disapproved.....	
Other Full Field Investigations Disapproved ..	

25X9



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Identification of Non-T. O. Full Field Investigation Received During  
Fiscal Year 1964-1965

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BEC .....	2
Career Agent .....	3
[ ] .....	14
Consultant .....	18
Contract Type A .....	[ ]
Contract Type B .....	[ ]
Contractor .....	[ ]
Deferred Status .....	488
Detail from National Bureau of Standards .....	1
Detail from NSA .....	1
[ ] .....	1
[ ] .....	21
GSA .....	228
GSI .....	159
Guards .....	84
Medical Services .....	23
[ ] .....	19

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STAT

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Military Detailee..... 5  
Military Personnel .....   
Potential Applicant ..... 10  
Reinvestigation .....   
Staff Agent ..... 3  
Summer Employees ..... 691  
Supplemental Coverage-Applicant ..... 261  
Treasury Department ..... 13

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..... 4

TOTAL.....

25X1

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INTERROGATION RESEARCH DIVISION

I. MISSION AND OBJECTIVES

The Interrogation Research Division is assigned the mission of obtaining information through the security interview and polygraph examination technique for use by those officials charged with making security and suitability decisions on candidates for employment in or use by the Agency.

The program includes the giving of such interviews and examinations to applicants for employment, candidates for contract association, candidates for formal assignment to CIA or to CIA buildings, certain contractors' personnel,

[Redacted]

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declassification

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INTERROGATION RESEARCH DIVISION

II. STATEMENT OF AUTHORITY

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- A. Regulation  provides that "the Director of Security shall---obtain and evaluate through investigation, technical interrogation (emphasis added), and liaison contact---pertinent information regarding personnel for employment, assignment, or association with the Agency."
- B. A memorandum dated 8 August 1957 from the Deputy Director of Central Intelligence places with the Director of Security full responsibility for the conduct of the polygraph program of the Agency and establishes the requirements for and limitations on polygraph examinations.

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2 February 1960

**MEMORANDUM FOR:** Executive Officer

**FROM** : Chief, Interrogation Research Division

**SUBJECT** : Significant Achievements of IRD  
Annual 1953-1956

1. A study of the statistics will show that there was a steady increase in the quality and an apparent improvement in the technique of the domestic polygraph interview cases. In 1953, 409 reports were written; in 1956, 1,728 reports were written. In 1953, 8.9% of the interviews resulted in reports, and in 1956, 41.6% resulted in reports.



25X1

4. In 1953, the responsibility and authority for training polygraph examiners was given to IRD. This resulted in the permanent establishment of a position of Research and Training Officer. This position was responsible for the training of approximately  individuals during this period.

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5. Security questions to be presented during the interviews were completely revised as well as the policy to afford the appropriate type of testing.

6. During this period, polygraph became an intricate part of the employee security screening program, thus becoming a routine requirement of the screening process.

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**SUBJECT: Significant Achievements of IRD      Annual 1953-1956**

7. Several loyalty board cases were submitted as a direct result of polygraph.

8. A portable instrument was built specifically at the order of and to the specifications of IRD. The instrument is most efficient and even today is the most widely used device.

9. The hand electrode, widely used in the field of lie detection today, was developed and first built by IRD technicians.

10. During 1953-1956, plans were laid for eventual miniaturization and electronification of the instrument.

11. Other physiological phenomena were studied for possibility of incorporation in the instrument as additional indices of deception, such as skin radiation.

12. Research on specialized methods of interrogation was conducted by [redacted] noted consultants and specialists in the field of detection of deception. Results of their research was given to this Division.

13. Continuous studies and research were made to better understand the criteria of deception.

14. Research was conducted to determine the best possible teaching methods for new candidates in the Interrogation Specialist field.

[redacted]

16. IRD has had the opportunity of addressing numerous OTR courses, conducting foreign and domestic briefings, and liaison with professional societies.

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**SUBJECT: Significant Achievements of IRD Annual 1953-1956**

17. Statistical accomplishments by the Interrogation Research Division are attached. It is suggested that these statistics, as reported, be submitted to clearly represent IRD activities.

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**Attachments:  
As Stated**

**Distribution:  
Orig & 1 - Adse, w/atts  
1 - ADD(PPS), w/atts  
1 - IRD  
1 - Chrono**

**OS/C/IRD:CCC:jmj (2 Feb 60)**

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