

2. FUNCTIONS

a. Office of the Chief:

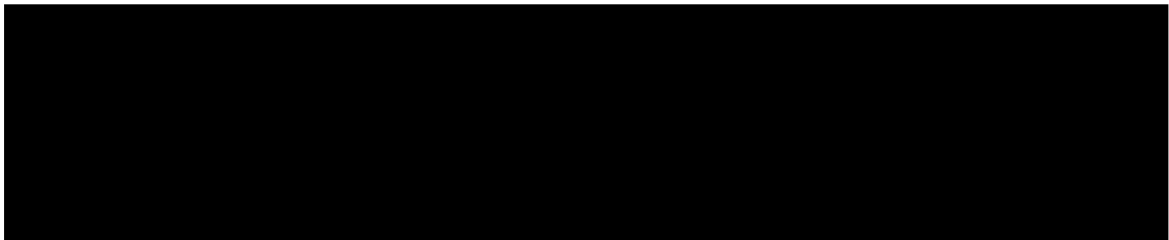
- (1) Keep the Director of Logistics and other elements of the Office of Logistics informed concerning the logistical aspects of Agency objectives, plans, programs and projects.
- (2) Provide the Director of Logistics with estimates of Agency logistic capabilities upon request.
- (3) Conduct long-range planning in coordination with appropriate elements of the Agency [REDACTED] to meet operational requirements, to establish strategic reserves, and to develop plans for major and forward support bases.
- (4) Furnish technical logistic guidance and assistance to major Agency planning elements so that all operations take into consideration essential logistical implications from their inception through their implementation.
- (5) Develop coordinated logistic support plans, including requirements for facilities, materiel, and services, for programs, projects, or operations of any component of the Agency to insure accuracy, adequacy, completeness and feasibility. Continually refine and adjust support plans as operational plans are changed.
- (6) Develop or initiate action to secure basic policies and standards necessary in the planning of logistical support to Agency operations.
- (7) Develop phased mobilization and war plans for the Office of Logistics in coordination with appropriate elements of the Agency and the Divisions and Staffs of the Office of Logistics.
- (8) Collect, analyze, and maintain current statistical data on logistical support capabilities.
- (9) Supervise and direct the Planning Staff, Office of Logistics.

b. European - Near East - Western Hemisphere Branch:

- (1) Review CIA plans developed by Senior War Planners and UW annexes to Theater War Plans to insure the feasibility, suitability, and adequacy of planning for logistic support for hot war and cold war situations.

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- (2) Prepare mobilization plans and requirements for Office of Logistics based on Agency emergency operational plans and Theater War Plans.
- (3) Develop plans for major and forward support bases in the European - Near East - Western Hemisphere areas designed to meet the long-range logistical needs of the Agency on the basis of Agency objectives, plans, and programs; and develop requirements by detailed analyses of operational programs and plans for advance and forward support bases.



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- (5) Collaborate with ID/P planning elements in the development and identification of logistical support implications of Agency Global and Country War Plans. Furnish logistical advice and assistance to the major Agency planning elements.
- (6) Develop strategic reserve materiel estimates in conjunction with the operating division's proposed or projected UW activities. Analyze Agency assets and inventories for purposes of determining proper utilization and distribution, and recommend redistribution of the Agency assets in accordance with proposed or projected UW operational plans.
- (7) Assist the operational components in the development of all necessary forecasts of world-wide logistical requirements, including but not limited to raw materials, and item materiel, transportation, printing and reproduction, real estate and construction, planning services, etc., to insure that these requirements are in consonance with projected operational plans. Translate proposed operational plans into logistical requirements.
- (8) Develop logistical support plans and annexes for Agency operations which will form a basis for action by the logistics support elements and will provide adequate support for current projects.



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- (10) Prepare guidance for the formulation of logistic support plans responsive to ever-changing concepts of operations. Recommend the adoption of regulations and procedures concerning the conduct of logistic support.
- (11) Prepare staff studies and special reports on problems of a logistical nature in connection with logistics annexes, support programs and projects.
- (12) Formulate pertinent logistical data, such as table of organization and equipment, planning factors, tables of allowances, etc.
- (13) Maintain surveillance of existing and projected logistic support plans and systems to assure adequate and timely support of the Agency mission.
- (14) The Chief of Branch will supervise and direct the activities of his branch.

c. Asiatic - Pacific Branch:

- (1) Review CIA Plans developed by Senior War Planners and UW annexes to Theater War Plans to insure the feasibility, suitability, and adequacy of planning for logistic support for hot war and cold war situations.
- (2) Prepare mobilization plans and requirements for Office of Logistics based on Agency emergency operational plans and Theater War Plans.
- (3) Develop plans for major and forward support bases in the Asian-Pacific area, designed to meet the long-range logistical needs of the Agency on the basis of Agency objectives, plans, and programs; and develop logistical requirements by detailed analyses of operational programs and plans for advance and forward bases.
- (4) Collaborate with DE/P planning elements in the development and identification of logistical support implications of Agency Global and Country War Plans. Furnish logistical advice and assistance to the major Agency planning elements.
- (5) Develop strategic reserve material estimates in conjunction with the operating division's proposed or projected UW activities. Analyze Agency assets and inventories for purpose of determining proper utilization and distribution, and recommend redistribution of the Agency assets in accordance with proposed or projected UW operational plans.

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- (6) Formulate and recommend the adoption of basic policies and standards governing long-range logistical support.
- (7) Develop planning aids (such as Logistics Planning Manual, Base Development Manual, and other technical manuals) for use by Agency operating officials and Office of Logistics personnel in the development of the logistical aspects of operational plans, programs, or projects.
- (8) Assist the operational components in the development of all necessary forecasts of world-wide logistical requirements, including but not limited to raw materials, end item materiel, transportation, printing and reproduction, real estate and construction, planning services, etc., to insure that these requirements are in consonance with projected operational plans. Translate proposed operational plans into logistical requirements.
- (9) Develop logistical support plans and annexes for Agency operations which will form a basis for action by the logistic support elements and will provide adequate support for current projects.
- (10) Prepare guidance for the formulation of logistic support plans responsive to ever-changing concepts of operations. Recommend the adoption of regulations and procedures concerning the conduct of logistic support.
- (11) Prepare staff studies and special reports on problems of a logistical nature in connection with logistic annexes, support programs, and projects.
- (12) Formulate pertinent logistical data, such as tables of organization and equipment, planning factors, table of allowances, etc.
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- (14) The Chief of Branch will supervise and direct the activities of his branch.