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~~CONFIDENTIAL~~ 55-8419  
December 1955

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Proposed Briefing Sheets to Accompany  
Operational Programs

1. You have asked for my comments on the instructions and proposed format for subject briefing sheets. To do so, it is imperative that primary consideration be given to the intent of the Director in establishing the PRC.

2. If we review the current functions of the PRC, we find that it does two things:

(a) It reviews the operational programs of the DD/P and makes recommendations thereon to the Director.

(b) It reviews and approves (or makes recommendations to the Director) on all new PP projects costing over \$25,000. per annum.

(c) It reviews and approves (or makes recommendations to the Director) on all continuing PP projects costing over \$25,000. per annum.

Item (c) above is a presumed function in that it is not specifically prescribed by Agency regulation, yet it must be presumed since the authority of the Comptroller to allot funds to these projects each fiscal year is derived from the approval of the Operational Programs, which list each such project and the funds requested.

3. If we examine the new format for operational programs, we find that it is designed to present to the PRC and the Director a well-organized over-all picture of clandestine operations. The programs show the full range and scope of current and planned operational programs and relate these activities to national policy, NSC Directives, missions assigned to CIA, operational conditions, priorities of action, etc. The philosophy underlying this presentation is to permit the PRC and the Director to give substantive judgment as to the scope, completeness, emphasis and propriety of DD/P operations in the over-all.

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4. This new program presentation is a vast improvement over previous programs which tended to be merely a compilation of individual projects without meaningful organization and justification.

5. In the new program presentation, however, there will be no description, evaluation, explanation or justification of individual projects. It is for the reason that I originally pointed out to you that I did not believe the new program would provide the PRC with enough information to permit the PRC to fulfill its responsibilities for approving (or making recommendations on) PP projects over \$25,000. when they are renewed and continued year after year. It is pointed out that it is a normal progression for projects to start small, with limited objectives, and then if successful to grow both in scope and cost from year to year. It is also pointed out that many, if not most, large projects are originally approved at the DD/P level. They may then develop to a level normally requiring PRC action, but if the increase first appears at the time of program submission, the project will not be brought to the PRC's attention in the new program concept.

6. The supplementary briefing sheets were designed to cover the requirements of the individual PRC members for additional information. In this connection, the DD/S is stated to have required that "sufficient data be included. . .to enable the PRC to carry out its basic function."

7. My review of the proposed briefing sheet is that it probably will not provide the necessary information. It is true that Part I, Evaluation, of the briefing sheet calls for a "brief, over-all summary of MI, CI and PP progress and accomplishments" and "mention . . . of PP projects of major significance." In addition, Attachment "A" calls for a listing of "all PP projects, in which there is an increase or decrease in excess of \$10,000. or 50% of the current estimated obligations."

8. The first of these requirements merely calls for mention of PP projects of major significance in relationship to an over-all evaluation. The second merely asks for a listing of projects involving significant increases or decreases, and a brief explanation of the increase or decrease. The basic fact, however, is that there is no requirement for a description, evaluation or planning statement on individual projects for which the PRC has a reviewing and approving or recommending responsibility.

9. In recognition of security and workload factors, it is probably undesirable to require a discussion of every project of such magnitude that is of concern to the PRC and the Director. Moreover, the DD/P has staffs which are reviewing all projects on a continuing basis. Nevertheless, it is a very simple matter to give the PRC information which will permit it to direct its attention to projects warranting review. The same process will serve as a guide to the Area Divisions in preparing their briefing sheets and to the DD/P and his staffs in preparing to discuss their programs with the PRC.

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10. My specific proposal is to replace Attachment "A" with a more inclusive, meaningful and informative attachment. By the simple expedient of requiring the listing of all PP projects over \$25,000. and indicating the critical information relative to each project, the PRC members and the Director can, at a glance, understand the status and general intent with regard to each project and their attention will immediately be drawn to those projects they will want to review more thoroughly.

11. My proposed revised Attachment "A" is appended hereto. It is pointed out that the descriptive phrases or words selected to identify, evaluate and indicate future plans are merely suggestions and doubtless can be improved upon.

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**[REDACTED]**  
Special Planning Assistant  
to the  
Deputy Director (Support)

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Attachment: Revision of Attachment "A" to  
subject Proposed Briefing Sheets.

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TO : Chairman Project Review Committee

4 January 1956

ATT: Recording Secretary

In compliance with your request of 12 December 1955, the above comments have been prepared by my Special Planning Assistant. I concur in paragraph 10. thereof and recommend that a revised Attachment "A" be adopted similar to that which he proposes. With this exception I concur in the proposed briefing sheets as presented.

/s/

L. K. WHITE  
Deputy Director  
(Support)

DD/S:LKW:laq

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