

5 November 1968

MEMORANDUM FOR: OCI Admin  
 FROM : SA/R/OCI  
 SUBJECT : Requested manpower estimates on NIS sections (102 per year)

1. Best available estimates have not changed significantly over the past year. We carry them as follows.

2. Three professionals and one clerical in the SA/R/OCI office and five special assistants for research in the four Areas devote most (though not all) their time to the NIS--mainly in a reviewing and scheduling capacity--and are thus carried as 9 man years of "research overhead."

3. Production of NIS drafts by professionals in the Areas is figured on the following rule-of-thumb basis, the figures including subsequent conference and revision time as well as the initial writing:

30 General Surveys (Sec 1, 4 & 5)	at 200 man-days each	6000
12 Sec 57 (Subversion & Insurgency)	at 120 man-days each	<u>1440</u>
		7440

At 212 man-days to a man-year this gives a little over 35 man-years.

4. Based on a very rough estimate of the total typing load, non-professional manpower cost (except as covered in Para 1 above) has been calculated at 1200 man-days, or 5½ man-years; this assumes typing of NIS drafts in the Areas--where most drafts during the past year have in fact been typed. Handling the main typing load in Publications Support, when this becomes possible, would cut a little over one man-year from these estimates.

5. Entirely excluded from these estimates are various kinds of overhead necessary for research but common to all OCI activity, such as information control, file maintenance, maintenance of analysts' expertise on their area and general administration of analysts and typists. (Also excluded is time devoted to the NIS Factbook (which is handled mainly through the regular OCI line of command), OCI Country Handbooks and OCI research papers--which all told probably amount to less than two man-years.) The estimates thus provide no accurate reflection of the manpower it would cost to produce these 102 NIS sections outside of OCI.

6. Recapitulation on the above basis:

	Cost in Man-Years	
	Professional	Clerical
Production of NIS Secs.	35 +	5½
Research Overhead	8	1

GROUP 1  
 Excluded from automatic  
 downgrading and  
 declassification



**CENTRAL INTELLIGENCE AGENCY**

WASHINGTON 25, D. C.

OFFICE OF DEPUTY DIRECTOR OF CENTRAL INTELLIGENCE

1.0 NOV 1961

MEMORANDUM FOR: Chairman, United States Intelligence Board

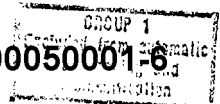
SUBJECT: National Intelligence Surveys (NIS)

1. The Central Intelligence Agency has recently conducted an informal internal review of the NIS program to determine whether the large work load and budgetary expenditures now entailed are essential and whether chronic deficiencies in coverage and timeliness can be remedied. Preliminary findings indicate that:

a. The NIS program at present includes detailed treatment of comparatively transient subjects, such as political, which cannot be kept up-to-date in a normal publication program of this type. This effort to cover subjects which are of no value as intelligence, unless maintained in a quite current status, has brought about a persistent problem of obsolescence.

b. The NIS program should be more concentrated on subjects of a fundamental and more or less permanent nature, as stated in NSCID No. 3, with a substantial reduction in the coverage now prescribed; for example, for the political chapter, the scientific chapter, the chapter dealing with the armed forces, and the economic and sociological chapters.

c. The intelligence community has assets and facilities which can produce intelligence on political, sociological, scientific, military and economic developments in all countries of strategic interest and can schedule such production in accordance with actual requirements, rather than subject such production to the coordination and publication procedure required for an encyclopedic compilation.

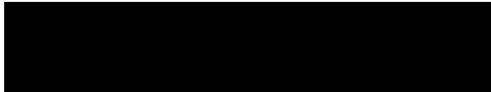


SECRET

d. It is clear from the proliferation of other forms of basic intelligence production that the NIS program does not at present include all of the more or less permanent type information that might be required by, or be most useful to, planners and operators.

2. In the light of these conclusions, I believe it would be appropriate for the Board to review the overall concept of the NIS, with a view to revising the program, taking into account the changes in needs for basic intelligence which have occurred since 1947, and the facilities for meeting these needs which have come into being since the conception of the NIS.

3. It is recommended that the Board request the Coordination Staff of the Director of Central Intelligence to examine this matter and submit recommendations for revision of the NIS program to the Board for its consideration.



25X1A

MARSHALL S. CARTER  
Lieutenant General, USA  
Deputy Director

N 1-25

OCI NOTICE  
NO. 1-25

ORGANIZATION  
18 June 1969

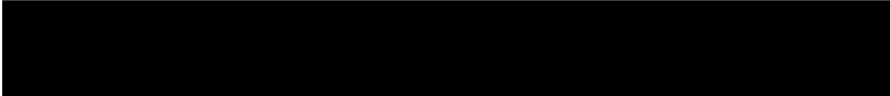
OFFICE OF CURRENT INTELLIGENCE

REALIGNMENT OF THE OCI ORGANIZATIONAL STRUCTURE

1. An extensive restructuring of OCI's organization will take effect as of this date. The restructuring applies equally to staffs, area analytical units, and support components as indicated in the attached schematic chart.

2. The staff structure is changed as follows:

- a. The post of Special Assistant to the D/OCI for Management is created. This officer will head the Management Staff, which will include the Plans and Technology Officer, the career Development Officer, and the Administrative Staff. In addition, he will perform certain substantive duties for the D/OCI.
- b. A Research Staff, whose Chief will report to the D/OCI, is created. The former Special Assistant for Research will become the Deputy Chief for NIS. The Office Historical Project will be associated with the Research Staff. This Staff will be the subject of a separate notice.
- c. The Special, Presentations, and Intelligence Information Staffs are dissolved.
- d. The Special Assistant to the D/OCI for Production will become Chief of a Production Staff. This staff will include the Special Assistant for the CIB, the personnel and functions of the former Presentations and Intelligence Information Staffs, and the Indications and News Analysis officers from the Special Staff.

- e. The President's Daily Brief group, designated the Special Projects Staff, will report directly to the D/OCI.
- 3. The Area structure is changed as follows:
  - a. All four Areas are redesignated as Divisions.
  - b. Full-time Deputy Division Chief positions are established. Positions are also established for Deputy Branch Chiefs, not necessarily full-time; many of these positions will not be filled immediately.
  - c. All present divisions are dissolved. In order, however, to coordinate office reporting on major targets, positions are established for a Senior Analyst for Soviet Affairs and a Senior Analyst for Chinese Affairs on the staffs of their respective division chiefs.
  - d. In the Far East Division, the former Indo-China Division, less the Thailand-Laos-Cambodia Branch, is reconstituted as a Vietnam Task Force. The TLC Branch is merged with Southeast Asia Branch. Responsibility for Taiwan, Hong Kong, and Macao is transferred to China Foreign Policy Branch.
  - e.  25X1A  
The North and Central Europe Branch is redesignated Northern Europe Branch. The two branches of the former East European Division are merged as the Eastern European Branch.
  - f. In the Middle East-Africa Division there will be two Deputy chiefs, one for Middle East and one for Africa. While this will make the elimination of these two divisions less meaningful, it is necessary to handle the interdepartmental Group and NIS load.

- g. The Western Hemisphere Division will have three branches: a Northern Branch responsible for Mexico, Central America, Venezuela and Colombia; a Caribbean Branch responsible for the Caribbean Islands plus the Guianas; a Southern Branch responsible for the rest of South America.



25X1A

E. DREXEL GODFREY, JR. | |  
Director of Current Intelligence