

DDI-117-70 *file*  
*CRS*

9 March 1970

MEMORANDUM FOR: Assistant Deputy Director for Intelligence *Exp*  
THROUGH : Chief, DDI Planning Staff  
SUBJECT : Publications Procurement

1. Unless you object, [redacted] CIA Librarian) will send the attached memorandum and its enclosure to each of the 70-odd publications procurement cost centers. The memorandum announces the tentative elimination by the Library of some 550 subscriptions that have been used but little or not at all over the past two years (i.e., six or fewer loans). If we receive significant objection to the elimination of any of these periodicals, we will reconsider and negotiate the elimination.

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2. "Use" in this context means a physical loan by the Library (when a publication has been charged out to someone and has physically left the Library) or the reproduction of a portion of a publication in order to provide the user with a retention copy. CRS must, therefore, circulate this memorandum before ending the subscriptions because we have no way to measure the use of the materials by people who pull them off the shelves and look at them within the Library's walls.

3. The attachment to [redacted] memorandum consists of a list of the marginal use Library subscriptions, all of the units within CIA receiving these periodicals, and the unit price of each periodical. If all [redacted] are cut by the Library, the savings would total about [redacted] at 1969 prices. The savings would be initially realized in the fall of 1970 when publications are reordered for CY 1971. This sum is about [redacted] of the estimated total outlay for periodicals (including annuals) by the Library in FY 1970 and the list comprises about one-fifth of total Library receipts of periodicals.

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JOHN K. VANCE  
Director, Central Reference Service

Attachment: a/s

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D/CRS memo to ADDI through Chief, DDI Planning Staff,  
dated 9 March 1970, Subject: Publications Procurement

CONCUR:

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EDWARD W. PROCTOR  
Assistant Deputy Director for Intelligence

Date

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