

WASHINGTON, D. C. 20505

77-5735/A

Congress
10 Sept 77

Office of Legislative Counsel

OLC 77-3911/a

22 SEP 1977

Honorable Howard Cannon, Chairman
Joint Committee on Printing
United States Congress
Washington, D.C. 20510

Dear Mr. Chairman:

Thank you for your letter of 12 September 1977 requesting information about Agency plans and programs in the area of microforms.

The Agency has traditionally been dedicated to the use of microforms for document storage and retrieval and supplemental distribution of publications. Many of these systems are serving a variety of purposes throughout the Agency. New systems are constantly under development and ongoing systems are being evaluated for possible upgrading in our search for savings in printing, storage, retrieval and archival purposes.

The use of Computer Output Microfilming has expanded rapidly over the past few years. Many extensive computer printing requirements have been converted to these microforms, thus allowing for not only dollar savings in time and paper, but adding considerable increased efficiencies in subsequent handling.

CIA has had for several years, several full time professionals in the microfilm field, who, under the direction of a senior micrographics officer, monitor these activities, promote development of new systems, and periodically report to management on objectives and progress made in this field. They also coordinate procurement of new equipment and assist in developing standards.

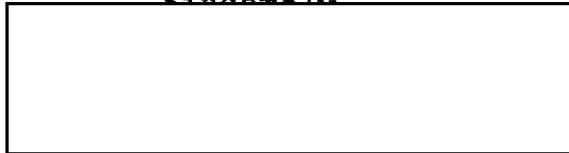
CIA is now a full participant in the Depository Library Program administered by the GPO. During the past few months publications have been forwarded to the GPO for subsequent microfilming and distribution

EXECUTIVE REGISTRY FILE

Congress

in microform. Thus, the Agency is now taking advantage of the savings inherent in this distribution.

Sincerely,



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Acting Legislative Counsel

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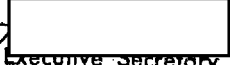
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 Executive Secretary
 9/14/77
 Date

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77-5735

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PHONE: 224-5241
ADDRESS MAIL TO—
CHAIRMAN
JOINT COMMITTEE ON PRINTING
% U.S. SENATE P.O.
WASHINGTON, D.C. 20510

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Congress of the United States

Joint Committee on Printing

September 12, 1977

TO THE HEADS OF ALL DEPARTMENTS AND AGENCIES:

On April 16, 1975 the Joint Committee on Printing advised you of some of the ongoing micropublishing programs within the Government that had proven to be highly cost effective in terms of reducing conventional printing costs.

At the same time, the Joint Committee also urged all departments and agencies to evaluate their own publications for possible conversion to microform in an effort to reduce conventional printing costs. The Joint Committee would like to express its appreciation for the views and comments which you submitted in response to that letter.

To illustrate the commitment that the Congress has made to the technology of micropublishing, on March 25, 1977, the Joint Committee authorized the Public Printer to convert to microform certain "non-GPO documentation" along with selected "GPO documentation" for distribution to the Depository Libraries at the request of those libraries. It is estimated 3,000 publications will be converted the first year of the program providing a savings in excess of one and one-half million dollars.

The Joint Committee would like once again to urge all departments and agencies to investigate the feasibility of converting their own internal publications to microform, under the controls covered by paragraph 30 of "Government Printing and Binding Regulations No. 24."

Your plans to convert these publications to microform will be of great interest to the Joint Committee on Printing.

Sincerely yours,

Howard W. Cannon
HOWARD W. CANNON
Chairman

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Remarks:

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RICHARD G. LUCAR
INDIANA
INDIANA OFFICE:
ROOM 447
46 EAST OHIO STREET
INDIANAPOLIS, INDIANA 46204

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United States Senate

WASHINGTON, D.C. 20510

September 19, 1977

COMMITTEES:
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Executive Registry
177-9156

Admiral Stansfield Turner
Central Intelligence Agency
Washington, D.C. 20505

Dear Admiral Turner:

Enclosed you will find a copy of a letter from a member of our staff and the resume of [REDACTED]

This young man has written this office and asked for our guidance in obtaining the process and procedure for competing for a position with the Federal Bureau of Investigation or the CIA.

Any information along these lines that you might provide [REDACTED] would be deeply appreciated.

Thank you for your concern and cooperation.

Best Wishes!

Sincerely,

B.J. (Bud) Cohnmann
B.J. (Bud) Cohnmann, Director
Constituent Services

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