

Administrative - Internal Use Only

19 September 1975

MEMORANDUM FOR THE RECORD

SUBJECT: PRD Priorities and Tasks

1. Because of the diverse nature of PRD accounts, we have consolidated many of our tasks in the attached table into several "catch-all" descriptions. But to provide a clearer notion of what some of our individual activities actually involve, I have placed at annex a recent memorandum which sought to describe in some detail the more-or-less steady state tasks PRD handles.

2. Because the origins and character of our work may seem somewhat obscure, I have also attached at annex a proposed PRD "Charter" drafted in the spring of 1974. No action was taken at the time, but the back-up material giving a sort of "legislative" history of the Division seems appropriate to the current review of priorities. There is, by the way, no particular reason why this unit is called the Product Review Division (formerly Product Review Group) rather than (somewhat more accurately) the Product Improvement Group, other than the unfortunate acronym formed by the latter. This matters little, but does serve to make the point that, obviously, product improvement must proceed from a base of product review. And also the point that, subsumed in many of the project descriptions which follow, our priority-number-one overall objective is product improvement.

3. A word here about the relationship of our tasks to collection-oriented studies and activities: We have inevitably been involved in general considerations of the performance of various collection instruments and have had to make judgments from time to time (most notably in post-mortem studies) concerning the adequacy of collection, specifically the adequacy of information available to analysts in the Community as they proceed to make estimative judgments (e. g., before the outbreak of the October '73 War). We

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have also produced some discrete studies on these matters which were not published--partly because we have lacked the expertise to delve into complex collection problems and procedures, partly because we lacked the time to push forward with highly controversial proposals concerning, in essence, existing bureaucratic and jurisdictional arrangements.*

4. Finally, a general statement concerning our anticipations seems in order. Because of unusual current circumstances, critical appreciations of the Community's activities (in, for example, post-mortem reports) are unlikely to be widely welcomed. But this kind of activity will not cease and may even increase once some dust has settled. And I think we can in the interim help to provide some balance by devoting additional effort in RONI and in other evaluations of performance to real Community successes. Indeed, it has been suggested, facetiously, that we produce Post Gloriams as well as Post Mortems.



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Attachments:

Table

Annex (2)

* One example: We thought we had found unnecessary redundancy and bureaucratic confusion within the NPIC structure and suggested that, during crises, the three principal components of NPIC (NPIC itself, the IAS of the DDI, and the DIA component) be "merged" and placed under the control of the Director of NPIC. A good idea, perhaps, but hardly feasible at the time.

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TASK ACTIVITIES OF THE ICS FOR FY-1976 BY PRIORITY
AND ESTIMATED MANPOWER APPLICATION

<u>STAFF ELEMENT</u>	<u>PRD</u>	<u>TOTAL EST. MANHOURS</u>
<u>GROUP 1</u>	<u>CATEGORY</u>	
Product Review*	1, 4, 7	3560 (13)**
Review and improvement of warning intelligence (steady state activity only--e. g. , NOIWON, CONTEXT, meetings, research)	7	990 (3)

* Consisting essentially of reading published intelligence in assigned geographical or topical areas of concern, this function is performed daily by all PRD review officers. It is a steady state activity which supports the DCI in his Community leadership role and which is, *inter alia*, a necessary aspect of the DCI's written commitment (in his 6 September 1973 response to the President's directive of November 1971) to establish "procedures to enable the NSCIC and my own staff to review the responsiveness and quality of the Community's product."

**The amount of time spent on this activity by each officer varies from about 4-5 hours per week in the case of one officer to more than 12 hours a week for several others. The total given above was arrived at by averaging the time devoted to review by 13 professionals.

STAFF ELEMENT PRD (cont'd)

<u>GROUP 2</u>	<u>CATEGORY</u>	<u>TOTAL EST. MANHOURS</u>
Preparation of post-mortem reports, special studies, and "mini-post mortems" (directed by the DCI)	1, 4, 7	2848 (6-12)
<u>GROUP 3</u>		
Tasks associated with PRD responsibilities in crisis/warning field, including studies and proposals in re Critical Intelligence, watch/operations centers activities, monitoring national nervous system, monitoring Strategic Warning Staff, etc.	5, 7	1250 (5)
Tasks related to supporting NIOs, USIB Committees, NSCIC Working Group, and EIS (of NSCIC), PFIAB	4, 5, 6	3800 (12)
Special tasks and studies arising from post-mortem reports and other studies (e.g., the post-Mayaguez Action Program)	1, 4, 5, 7	600 (6)
Tasks related to Community accounts, such as monitoring NIB and Alert Memoranda, testing Community sitreps, etc.	1, 4, 5, 7	1600 (6)
Special studies or projects for Special Customers (e.g., The Production Community and Its Products)	5, 10	400 (3)

STAFF ELEMENT	PRD (cont'd)	TOTAL EST. MANHOURS
<u>GROUP 3 (cont'd)</u>		
	<u>CATEGORY</u>	
Ad hoc tasks for the DCI (correspondence, etc.)	1, 5	50 (4)
Tasks related to improvements in analytical methodology	2, 4	200 (4)
<u>GROUP 4</u>		
RONI*	1, 4, 5, 6, 7	1780 (12)
Lectures, briefings, participating in panels, etc.	10	350 (10)
Special studies (e.g., HAT TRICK, RONI articles)	10 10	360 (4)
Ad hoc tasks for D/DCI/IC commenting on selected products, preparing correspondence	10	700 (13)
<u>OTHER TASKS (which do not fall into above Groups)</u>		
PRD management, substantive review		2280 (2)
Leaves and holidays		1872 (13)
Liaison and contact activities (meetings, NSDM 242, showing flag, staying in touch with "home base," etc.)		1248 (10)
PRD administrative tasks and ICS administrative tasks and meetings		1000 (4)

* Based on three issues a year

<u>STAFF ELEMENT</u>	<u>PRD (cont'd)</u>	<u>TOTAL EST. MANHOURS</u>
<u>OTHER TASKS (cont'd)</u>	<u>CATEGORY</u>	
"Congressional relations		930 (5)
Internal ICS coordination		620 (12)
Travel		360 (5)

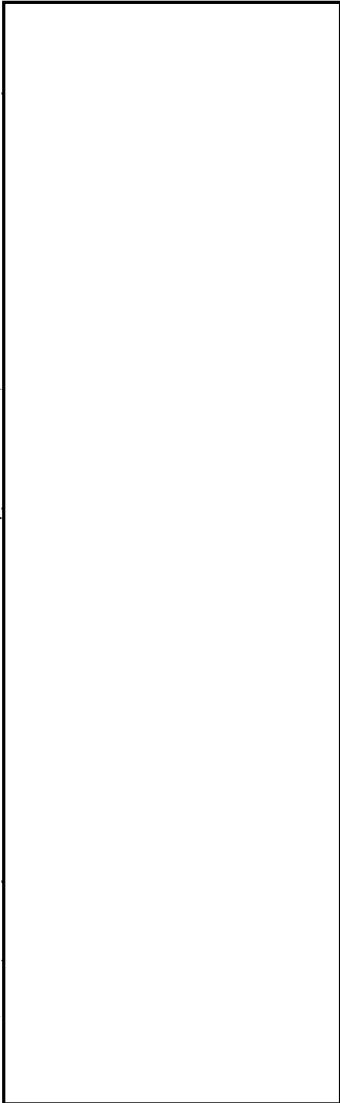
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STAFF ELEMENT PRD

NOTE

All preceding figures are based on a PRD professional force of 13 officers: a Chief, Deputy, Special Assistant for Warning, and 10 area and topical review officers. Current strength is as follows:

- Chief
- Deputy
- SA for Warning
- Area Branch Chief and
SEA/SA area review
officer (a. r. o.)
- USSR/EE a. r. o.
- ME a. r. o.
- East Asia/Pacific/China
a. r. o.
- Latin America a. r. o.
- West European a. r. o.
- Topical Branch Chief and
Strategic Forces a. r. o.
- Economic Intelligence a. r. o.
- Scientific & Technical a. r. o.
- Conventional Forces a. r. o.



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INTELLIGENCE COMMUNITY STAFF

8 July 1975

NOTE FOR: D/DCI/IC
AD/DCI/IC
EO/IC Staff

This may help to explain what PRD is involved in on a continuing basis (excluding certain regular review functions). It may also help to explain why I am more or less constantly concerned about personnel matters. In any event, I hope this is useful to you, and the EO. I would be happy to dissem it further within ICS if you wish.

C/PRD/IC

Distribution:

- 1 - each addressee
- 1 - C/PRD (& PRD Chrono)
- 1 - IC Registry
- 1 - each PRD officer
- 1 - PRD Subject

INFORMATION

SECRET

8 July 1975

PRODUCT REVIEW DIVISION - CONTINUING ACCOUNTS

This list does not include tasks (including liaison with NIOs) undertaken as a consequence of PRD's regular, daily review functions concerning specific topics and geographic areas; activities associated with the production of post-mortem reports and special studies; or other one-time functions (e. g., special briefings for PFLAB and preparations for conferences) which arise from explicit requests for support.

(more or less arbitrariness)

Each account is identified below by task (underlined); objective; and action officer(s). Tasks are arranged under six major categories: The Warning Problem; Products and Product Analysis; Support of (Non-USIB) National Level Committees; S&T and Military Intelligence; Economic Intelligence; and Other.

THE WARNING PROBLEM

- 1. Handling of Critical Intelligence Information and SOPs for Watch Centers--To improve the CRITICOM system, the Community's responses to crises, and its doctrine for warning and crisis operations. Action Officers: [redacted]

25X1

[redacted]

- 2. Monitoring of National Nervous System--Insure awareness of where all operational/intelligence command centers are and how to get hold of them. Action Officer: [redacted] (IHC)

25X1

[Redacted]

25X1

- 3. ^{ing} Invigoration of NOIWON--Improve the procedures and use of this net. Action Officer: [Redacted] (with the ops centers)

25X1

- 4. Developing CONTEXT--Place the CONTEXT system of remote preparation of text, and editing thereof, into an operational mode within the operational and intelligence communities. Action Officer: [Redacted] (with IHC)

25X1

- 5. Maintaining Post-Mayaguez Action Program--Perform various tasks (e. g., meeting of ops center leaders at [Redacted] redraft of DCID 7/1; aspects of NSCIC Working Group activities; examination of Advisory Procedures for US merchant ships; etc.) arising from Mayaguez incident. (Report for General Wilson to deliver to USIB due in August.) Action Officers: [Redacted]

25X1

[Redacted] (with General Wilson, [Redacted] the ops centers, etc.)

25X1

- 6. Monitoring Alert Memoranda--Assess impact of Alert Memoranda. (Initial study is now under way, with completed draft due to General Wilson c. o. b. 28 July.) Action Officers: [Redacted] PRD Task Force

25X1

- 7. ^{Monitoring} Strategic Warning Review Group--Provide support to General Wilson in his capacity as monitor of new strategic warning procedures and organization. (Initiate comments on SWS Monthly in August.) Action Officer not yet assigned (with General Wilson and USIB Secretariat)

PRODUCTS & PRODUCT ANALYSIS

- 8. Monitoring National Intelligence Bulletin--To monitor management of NIB and attempt to resolve any inter-agency problems associated with the publication. Action Officer: [Redacted]

25X1

[Redacted]

25X1

9. Developing National Situation Report--Manage the feasibility tests related to producing a single national level situation report during periods of international crisis. Action Officer: [Redacted]

25X1

10. Providing Information on the Organization of the Community for Production--Provide appropriate guides to the production community and its products. (First guide prepared initially for the NSCIC WG; a revised paper will perhaps receive wider dissem.) Action Officer: [Redacted] (until 1 Aug.)

25X1

11. ^{Maintaining} Periodical Survey--Prepare follow-up actions to the Survey published on 30 December 1974; currently being updated. (First follow-up paper is in draft.) Action Officer: Major [Redacted] (until 1 Aug.)

25X1

12. Contributing to History of NIEs on Soviet Strategic Offensive Forces During the 1960s--Help ongoing efforts of NIOs and others to investigate and publish on this subject. Action Officer: [Redacted]

25X1

13. Preparing Review of National Intelligence--Publish this journal aperiodically. Action Officer: [Redacted] all PRD officers

25X1

14. Producing RONI--Prepare and monitor RONI production schedule; oversee preparation of graphics and printing; oversee production and analysis of RONI statistics (world-wide). Action Officer: [Redacted] (until 1 Aug.)

25X1

SUPPORT OF (NON-USIB) NATIONAL LEVEL COMMITTEES

15. Supporting National Security Council Intelligence Committee--Serve as Executive Secretary of the Working Group and Intelligence Panel, both chaired by D/DCI/IC. Prepare minutes, briefing book for Chairman, assemble informational papers for members, respond to communications, help organize Working Group subcommittees. Action Officer: [Redacted]

25X1

[Redacted]

25X1

SECRET

[Redacted]

25X1

16. Supporting Economic Intelligence Subcommittee^{as} Deputy Executive Secretary. Action Officer: [Redacted]

25X1

S&T AND MILITARY INTELLIGENCE

17. Helping Realignment of USIB Committees Dealing with Weapon Systems Analysis. Action Officer: [Redacted]

25X1

18. Coordinating S&T Intelligence--Monitor activities of the SIC (Scientific Intelligence Committee), JAEIC (Joint Atomic Energy Intelligence Committee), CE (Committee on Exchanges), ERDA (Energy Resources Development Administration), to insure proper intelligence community participation and coordination and to provide IC Staff assistance as required. Action Officer: [Redacted]

25X1

19. Supporting Committee on Soviet Cover, Concealment, and Deception--Serve as member of the interagency committee studying Soviet cover, concealment, and deception practices. Action Officer: [Redacted]

25X1

20. Providing Special Substantive Support to the NIO/SP--Provide special support as requested by Mr. Stoertz. Action Officer: [Redacted]

25X1

21. Reviewing Nuclear Proliferation Problem--Review the status of intelligence community actions in regard to the specific recommendations for monitoring proliferation made in the Post-Mortem Report on the Indian Nuclear Test. Action Officer: [Redacted]

25X1

22. Providing S&T Intelligence Liaison--Provide pertinent intelligence information to the President's Science Advisor, and the Science and Technology Policy Office and relay proper feedback on S&T matters to the intelligence community. Action Officer: [Redacted]

25X1

SECRET

[Redacted]

25X1

SECRET

[Redacted]

25X1

23. Supporting Substantive Intelligence on S&T--Act as focal point, as necessary, for the intelligence community on substantive intelligence on S&T matters (there is no NIO for S&T at this time). Action Officer: [Redacted]

25X1

24. Reviewing Proposal for an NIO/S&T--Marshal intelligence community arguments for and against the creation of an NIO for S&T affairs and recommend several areas of particular responsibility for that NIO. Action Officer: [Redacted]

[Redacted]

25X1

ECONOMIC INTELLIGENCE

25. Serving as Economic Intelligence Committee (USIB) Executive Secretary. Action Officer: [Redacted]

25X1

26. Serving as Principal ICS Support Officer for PFIAB Member Leo Cherne. Action Officer: [Redacted]

25X1

27. Serving as Principal ICS Economic Intelligence Officer-- Support PRD, other ICS divisions, and [Redacted] in this area and maintain contacts with the various elements of the Economic Intelligence Community. Action Officer: Dr. [Redacted]

25X1

25X1

OTHER

28. Developing Intelligence Exercises--Initiate, coordinate, and supervise community intelligence exercises. Action Officer: [Redacted]

[Redacted]

25X1

29. Monitor ^{ing} Community Biographic Intelligence Programs--Monitor proposals for establishment of national biographic intelligence center to be jointly manned by CIA, DIA, NSA, and INR. Action Officer: Mr. [Redacted]

25X1

transferred to Coord Staff

SECRET

[Redacted]

25X1

Surveying

30. Analytical Methods--Survey the community's efforts to employ new analytical methods. Action Officer: Capt.

[Redacted]

[Redacted]

C/PRD/IC