

DD/A Registry

File

*Security*

Washington, D.C. 20505

25 August 1978

Regional Commissioner  
Public Building Service  
General Services Administration  
Room 7911  
7th & D Streets, S.W.  
Washington, D.C. 20407

Dear Sir:

In accordance with the suggestions of your staff, we hereby request that the GSA guards detailed to CIA conduct full-time gateway inspections of packages, briefcases and other containers, including purses, to prevent the unauthorized removal of classified information from CIA and Intelligence Community buildings, beginning, if possible, on or before 1 September 1978. GSA already conducts entry package inspections of visitors for prohibited items such as explosives, cameras, etc.

All inspections would be conducted in strict conformity with legal authorities and restrictions applicable to GSA and CIA. Signs would be emplaced at Agency entrances advising employees and visitors of inspection procedures. Proposed language for such signs, which would be prepared by CIA, is attached for review by your staff.

We expect to work out the details of the inspection procedures with your staff. We have discussed this subject with James Maddock and Arnold Hesti; the contact points within CIA are [redacted] (351-6161) of our Office of Security and [redacted] Assistant General Counsel (351-7541).

STATINTL

STATINTL

STATINTL

[redacted]

John Blake  
Deputy Director for Administration

Attachment

NOTICE

UNAUTHORIZED REMOVAL OF CLASSIFIED DOCUMENTS FROM THIS BUILDING IS PROHIBITED. ALL PACKAGES, BRIEFCASES, HANDBAGS, AND OTHER CONTAINERS BROUGHT INTO, WHILE ON, OR BEING REMOVED FROM THE PROPERTY ARE SUBJECT TO INSPECTION. ENTRY OF THIS FACILITY BEYOND THE FPO STATIONS SIGNIFIES YOUR CONSENT TO SUCH INSPECTIONS.

ADMINISTRATIVE - INTERNAL USE ONLY

DD/A Registry

78-30191

25 AUG 1978

DD/A Registry

File

*Security*

MEMORANDUM FOR: Director of Central Intelligence  
VIA: Deputy Director for Administration  
FROM: [REDACTED]  
Acting Director of Security  
SUBJECT: Briefcase Inspections  
REFERENCE: Memo to DDA fr DCI, dtd 31 Jul 78,  
Subject as above

STATINTL

1. Action Requested: None; for information only.

2. Background: The referent asks whether the Federal Protective Officers (FPO's) assigned to this Agency are allowed to ask our employees to open their briefcases and whether Office of Security representatives are allowed to open packages marked "Personal" while conducting surprise briefcase inspections.

The Federal Protective Officers have the authority to inspect briefcases or packages carried by any person entering Agency buildings in order to ensure that prohibited items are not being brought in. These items include such things as cameras, recording or transmitting equipment, weapons, bombs, and incendiary devices. The FPO's also have the authority to stop anyone departing the Agency buildings carrying a package which the Officer suspects might contain Government property. Checks for the presence of classified material are conducted by Office of Security representatives during the course of surprise briefcase/package inspections. Security Officers are stationed beside the FPO's and divert employees carrying briefcases, packages, tote bags, etc., off to one side where they can question the employee while the FPO continues to monitor all persons entering or departing a building.

According to the General Services Administration, an extension of FPO authority to permit them to perform searches for classified material would require a written

OS 8 2121/A

ADMINISTRATIVE - INTERNAL USE ONLY

request to the General Services Administration, a specific delegation of authority to the FPO's from this Agency, and a formal acceptance of Agency responsibility for the acts of the FPO's in making these inspections. A backup Agency presence available to report to the entrance where classified material has been found would be required in order that judgments could be made and appropriate action taken. The Office of General Counsel is currently discussing the feasibility of such an arrangement with the legal counsel of the General Services Administration.

On the question of whether Office of Security (OS) representatives are allowed to open packages marked "Personal," each OS inspector is required to operate under the guidance provided by the Office of General Counsel. In providing this guidance, the General Counsel has made it very clear that briefcase inspections are legal only if they are conducted on a consensual basis. Our OS inspectors, therefore, have inspected "personal" packages but only after obtaining the consent of the individual before doing so. To date, we have received no refusals to permit inspections for this reason. Under current procedures, an inspector faced with such a refusal would not open the package. The matter of the refusal would be resolved through Security and command channels.

STATINTL

Distribution:

Orig - Adse  
1 - DDCI  
1 - ER  
1 - DD/A  
1 - General Counsel

~~DD/A Registry~~  
~~File Security~~

Administrative - Internal Use Only

DD/A Registry  
78-3019

Executive Registry  
78-4379/4

31 JUL 1978

MEMORANDUM FOR: Deputy Director for Administration  
FROM: Director of Central Intelligence  
SUBJECT: Briefcase Inspections

1. I've just been informed that there's a ruling that the guards at our entrances are not allowed to ask our employees coming and going to open their briefcases. I'd like to know if this is the case, and if so why. It seems to me that that makes it very easy for an employee who wants to take classified material in or out of the building to know when there is a surprise inspection going on and when there is not.

2. I further understand that when the Office of Security inspectors are down there, they are not allowed to open packages marked "personal." If that's the case, I'd like to understand why and whether this is a way employees may circumvent our regulations.



STANSFIELD TURNER II  
*fr*

STATINTL

Administrative - Internal Use Only

DD/A Registry

File

*Security*

Draft Request for "Notes from the Director"

STATINTL

[Redacted]

Executive Officer/DDA

DD/A 78-0864

10 March 78

Mr. Gambino  
Director of Security

The next issue of "Notes from the Director" are about to be published. Would appreciate draft note re attached no later than Noon on Tuesday.

[Redacted]

STATINTL

Attachment: DD/A 78-0864;  
Memo to DCI re Briefcase/Pkg  
Inspection/2 March 1978

Distribution"

Orig RS - D/OS w/att  
✓ RS - DDA Subject  
RS - DDA Chrono  
RS - RFZ Chrono

UNCLASSIFIED     INTERNAL ONLY     CONFIDENTIAL     SECRET

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1  
**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

Briefcase/Package Inspection - 27 February 1978

Executive Registry  
 78-4379/3

FROM: Robert W. Gambino  
 Director of Security

EXTENSION NO. 6777  
 DATE 2 MAR 1978

TO: (Officer designation, room number, and building)

DATE		OFFICER'S INITIALS
RECEIVED	FORWARDED	

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director for Administration  
 7D-24 Headquarters

	3 MAR 1978	
--	------------	--

STATINTL  
 Please note that the DCI desired a briefcase check, to include the [redacted] by 28 February (DDA 78-0605).

2. **DDCI**

	7 MAR 1978	
--	------------	--

3. DCI

	7 March 78	
--	------------	--

4.

5. **EO/DDA**

	3/9	
--	-----	--

6.

7.

8. **D/SEC.**

SEEMS WORSE THAN EVER. ... **SOO** ... **PAPAZC.**

9.

10.

*Director's Note*  
*als*

11.

12.

13.

14.

15.

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

CONFIDENTIAL

78-0864

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

2 MAR 1978

MEMORANDUM FOR: Deputy Director for Administration  
FROM: Robert W. Gambino  
Director of Security  
SUBJECT: Briefcase/Package Inspection -  
27 February 1978 (U/AIUO)

1. (U/AIUO) Action Requested: None; for your information only.

2. (U/AIUO) Background: On 27 February 1978, a morning briefcase/package inspection was conducted at Headquarters and all outlying buildings, including NPIC and the [REDACTED] 25X1A  
[REDACTED] This inspection involved 42 Security Officers. Due to the volume of persons entering the various buildings at any one time, it was not possible to inspect all personnel carrying briefcases and packages.

25X1A  
Reports were written on a total of 19 staff employees. The grades of these individuals ranged from GS-05 to EP-05. Some 50 odd documents were specifically identified; however, the overall total is probably in excess of 100 documents, since legitimate couriers having material properly sealed were not challenged as to the number of documents in their possession. The material which was not properly wrapped included Confidential, Secret, Top Secret, Secret (RD), Secret codeword, and controlled data in the Administrative-Internal Use Only category.

The following is a breakdown of employees found to be carrying material at the time of the briefcase/package inspection:

a. Of the 19 employees involved, 2 individuals were legitimately transporting classified material between buildings; however, the material was not properly wrapped and marked.

b. Five individuals were carrying material marked Administrative-Internal Use Only.

Regraded Unclassified when separated  
from Classified Attachment(s)

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

CONFIDENTIAL

E2 IMPDET  
C1 By 063344

OS 8 0529



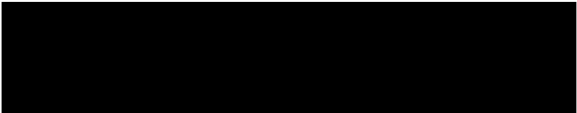
**CONFIDENTIAL**

c. The remaining 12 individuals were determined to have had the material at their homes over the weekend and were returning the material to Agency facilities at the time of the briefcase/package inspection. This material included all classifications, including code-word and restricted data.

The attached represents a raw listing of individuals involved in the inspection and does not necessarily mean that there is culpability or violation of security regulations in each case.

Letters to appropriate component supervisors have been sent in each case with the requirement to advise this Office in writing within five working days of any mitigating circumstances.

25X1A



Robert W. Gambino

Attachment

**CONFIDENTIAL**

25X1A

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

UNCLASSIFIED

CONFIDENTIAL

SECRET

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

### OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	EO/DDA	2/13	[Signature]
2			
3			
4	ADDA		
5	D/OS		
6			

<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY	<input type="checkbox"/>	PREPARE REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH	<input type="checkbox"/>	RECOMMENDATION
<input type="checkbox"/>	COMMENT	<input type="checkbox"/>	FILE	<input type="checkbox"/>	RETURN
<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	SIGNATURE

DDA 95-0605

Remarks:

*Suspense; 28 Feb*

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

UNCLASSIFIED

CONFIDENTIAL

SECRET

DCI/IC  
Routing Slip

78-4379/2

TO:

		ACTION	INFO.			ACTION	INFO.
1	DCI			11	LC		
2	DDCI			12	IG		
3	S/MC			13	Compt		
4	DDS&T			14	Asst/DCI		
5	DDI			15	AO/DCI		
6	DDM&S			16	Ex/Sec		
7	DDO			17	DDA	X	
8	D/DCI/IC			18			
9	D/DCI/NIO			19			
10	GC			20			

SUSPENSE 28 Feb. 1978  
Date

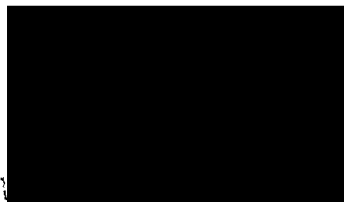
Remarks:

STATINTL

I understand that no "bag" checks are made at the [redacted] office. Please arrange for an early-morning check to be made there similar to the ones conducted periodically at the Hqs and other CIA buildings, and report the results to me.

I believe it is important that the same high standards of security that I endorse for CIA be applied to all elements of the IC under my direct supervision.

STATINTL



13 FEB 1978

DCI/IC

UNCLASSIFIED

INTERNAL USE ONLY

CONFIDENTIAL

SECRET

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

~~ROUTING AND RECORD SHEET~~

Executive Registry  
78-4379/1

SUBJECT: (Optional)

IC Staff Applicant

FROM:

Robert W. Gambino  
Director of Security

EXTENSION

6777

NO.

DATE

27 JAN 1978

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Acting DDCI  
7D-6011 Headquarters

31 JAN 1978

*RF*  
*33*

DD/A Registry

78-0605

2.

3. DCI  
7D-5607 Headquarters

*Rec'd*  
*31 Jan 78*  
*FEB 1978*  
*47/amy*

*103*  
*I suggested*  
*to Bob Gambino*  
*that he call the*  
*facts in the attached*  
*memo to your*  
*attention.*

4.

5.

CENTRAL INTELLIGENCE AGENCY

OFFICE OF THE DEPUTY DIRECTOR

"To 3

"I suggested to Bob Gambino that he call the facts in the attached memo to your attention.

/s/Jack Blake"

31 JAN 1978

STATINTL

10.

11.

12.

13.

14.

15.

25X1A

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1

Approved For Release 2001/07/12 : CIA-RDP81-00142R000600070010-1