

**SECRET**

Approved For Release 2000/05/22 : CIA-RDP83-00500R000200110004-7

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Assistant Director for Operations

DATE: 11 October 1954

FROM : Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report - September.

590

ADMINISTRATION

25X1A

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25X1A

1. As of 30 September the total personnel on duty was [REDACTED]
2. [REDACTED], FDD, was awarded \$150 for a meritorious suggestion concerning the elimination of duplication of effort of the [REDACTED] and FDD.
3. [REDACTED], FDD, was awarded a within-grade salary increase of two steps in recognition of her clerical efficiency.
4. The first invitations (140) to apply for Career Staff were received by veteran employees of the division.
5. [REDACTED] completed the Basic Management course presented by OTR.
6. Steps have been taken to effect publication of selected (unclassified) contract translations as [REDACTED] reports to provide for wider dissemination and relieve Records Center of heavy duplication demands for U reports.

OPERATIONS

1. The 34th and 35th meetings of the Subcommittee on Exploitation of Foreign Language Publications were held on 3 and 17 September, respectively. It was agreed that FDD would discontinue annotation of Chinese economic and scientific monographs; this information will be available in a monthly report published by Foreign Branch, CIA Library. The Southeast Asia program was concurred in providing for (1) a monthly information report on Indochina; (2) three semiquarterly information reports on Burma, Thailand, and Overseas Chinese in Southeast Asia; (3) a quarterly information report on Indonesia; and (4) a biweekly survey of the Manila Tagalog daily, Bagong Buhay. Examination of the exploitation of Near East publications was continued.

At the 35th meeting it was agreed to drop the category "Civil Defense" from the weekly Selected Briefs from the International Press and to include a category on "Arms Traffic." Information on civil defense will be covered in military reports.

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2. The Linguist Service received 448 visitors during the month and screened 1796 pages.

Reference to the CTS Index prevented 38 cases of duplication totaling 720 pages.

3. During the month the first of three new series of scheduled reports were issued:

25X1A

Semiannual Report on Education in the USSR (Summary)  
Data on USSR Extractive Industries (Summary) -- Monthly  
Information from the Manila Tagalog Daily "Bagong Buhay"  
[redacted] -- Semimonthly

4. A list of pertinent FDD projects in process was forwarded to the Secretary, Scientific Estimates Committee, for inclusion in the next "Status of Scientific and Technical Intelligence Production Projects," published by that Committee.

5. Commendations:

From Chief, Analysis Division, ORR, for cooperation of the Eastern Europe Branch, FDD, with the European Satellites Branch, ORR, in supplying information for NIS 13 (Germany), Section 65, "Trade and Finance."

From Chief, Physics and Electronics Division, OSI, for FDD evaluation of monitored tapes in Russian, Polish, and Hungarian leading to a determination of the extent of jamming by the Soviets of Western broadcasts to the Bloc.

6. Liaison activities:

25X1A

Department of Commerce -- With the Swedish Desk, European Division, to assist [redacted] OSI, in selecting material, held in Department of Commerce, for an NIS chapter on Sweden.

25X6

Department of State -- With several divisions of Office of Intelligence Research to discuss information needed for NIS studies on [redacted] Bulgaria, and Afghanistan.

With Division of Biographic Information to clarify a requirement for Near East biographic information.

Department of the Army -- With Signal Corps Intelligence Agency to supply information needed in preparing NIS chapters on telecommunications in Tunisia, Bulgaria, [redacted]

25X6

With Chemical Corps, Plans, Training, and Intelligence Division, to clarify the new program of exploitation of scientific publications as developed in the Subcommittee on Exploitation of Foreign Language Publications.

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7. Special services rendered:

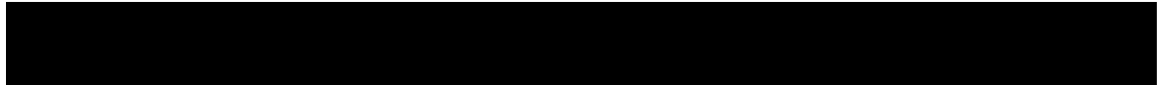
DD/P Area

25X1C

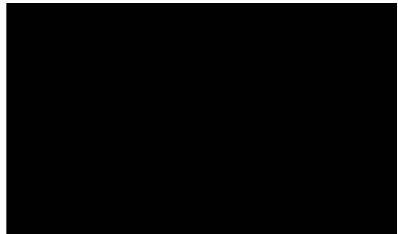


ORR and OSI

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Enclosures: 2

Statistical Report on FDD Operations  
Details on Personnel Actions

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