

S-E-C-R-E-T

26 November 1962

MEMORANDUM FOR: Bureau Chiefs

FROM : Chief, FBIS

SUBJECT : Letter of Information

GENERAL

1. The Cuban crisis overshadowed all other factors in its impact on FBIS operations. Special services included:

a. Shortly after the President's speech on 22 October, Cuban broadcasters began round-the-clock transmissions. The staff at Key West Post was increased to six with the TDY assignment of [redacted] of Editorial Branch, [redacted] of RPB, and [redacted] of West Coast Bureau. A 24-hour watch on Cuban domestic broadcasters was set up. East Coast Bureau placed a 24-hour watch on PRENSA LATINA and Cuban international broadcasts. Moscow at the height of the crisis, increased its broadcasts to Cuba tenfold and continues to maintain this level. BBC rendered valuable and appreciated assistance by assuming coverage of all Moscow broadcasts to Cuba, a total of 10 hours per day. [redacted]

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b. Two World Reaction Series supplements to the Daily Report were published summing up foreign radio and press reaction to (1) President Kennedy's 22 October speech, and (2) Chairman Khrushchev's 28 October message agreeing to dismantle the missile bases in Cuba. Advance copies of both reports were reproduced within FBIS for immediate distribution by special courier to the Director of Central Intelligence, the Deputy Director of Central Intelligence, The Deputy Director (Intelligence), the Assistant Director for Current Intelligence, the White House Situation Room, the National Security Council, the Secretary of State, the Secretary of Defense, and the Director of the U. S. Information Agency. The Department of State requested extra copies of the Reaction Report on the President's speech to send to all U. S. diplomatic posts in the Western Hemisphere. [redacted]

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c. A team of messengers was used to deliver copies of Khrushchev's 28 October letter, take-by-take as it arrived from London, to the Director's in-town office at East Building on that Sunday. Emergency arrangements were made the same day for a teletype FBIS printer in East Building, but service was not instituted. [redacted]

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d. With the onset of the Cuban crisis the daily summary of "Significant Foreign Radio Reportage" ("pink sheet") was expanded each afternoon to provide Wire consumers with a terse roundup on fast-breaking developments. This was supplemented every midnight during the week, as well as daytime Saturdays

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<p>Group I Excluded from automatic downgrading and declassification</p>

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and Sundays, by roundups updating the "pink sheet." As a result of the concentrated effort to keep the intelligence community continuously informed, the FBIS Wire on 23 October carried more than 57,000 words, highest daily total in FBIS history. The total for the following day exceeded 54,000. During the period 23 - 28 October the Wire transmitted an average of 45,000 words per day as against 24,425 daily for the six-month period preceding.

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e. The United States delegation at the United Nations was provided with extra copies of the two Reaction Reports; in addition, the State Department's direct telegraph lines to New York were used to transmit selected items on developments relating to the Cuban crisis to the U. N. delegation.

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f. The Radio Propaganda Branch prepared an average of four analytic reviews a day for dissemination on the Wire as the crisis developed, tracing the behavior of Soviet, Chinese Communist, satellite, and Havana media in the fast-breaking situation. Five such reviews were disseminated on 25 October and six the following day, while the crisis was at its height. Analytic coverage was maintained over the weekend when Khrushchev's two letters to the President were released, and continued through the following week as difficulties were raised by Castro's efforts to obstruct the U. N. inspection. These analyses supplemented for OCI and the Department of State the twice-daily roundups prepared by FBIS Wire editors, and were used extensively by USIA as a basis for press releases and guidance to USIS field posts.

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g. Edited compendiums of the daily analytic reviews, expanded and amalgamated, were issued under Radio Propaganda Report cover:

- (1) CD. 214 of 30 October, "Chronicle of Soviet Propaganda on the Cuban Crisis, 23 - 30 October"
- (2) CD. 215 of 2 November, "Peking Propaganda on the Cuban Crisis through 1 November, with a Review of Satellite Comment"
- (3) CD. 216 of 6 November, "Behavior of Havana Media During the Cuban Crisis," issued as Report No. 1 in the new Radio Propaganda Report series on Cuban media.

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h. Radio Propaganda Report CD. 217 of 13 November, "Behavior of the Soviet Central Press During the Cuban Crisis," reviewed the contents of Moscow newspapers during the week 23 - 29 October in order to fill out the documentary record presented in the initial "Chronicle of Soviet Propaganda" based largely on Radio Moscow and TASS.

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i. Radio Propaganda Report RS. 54 of 9 November, "Some Aspects of Propaganda Bearing on the Soviet Leadership Situation," examined renewed anti-

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Stalin propaganda during the period just before and during the crisis which, though ostensibly unrelated to the Cuba missile-base strategy, shed some light on the leadership situation during that critical period. [redacted] 50X1

2. Further Cuban Crisis Developments:

1. The video tape recorder at the Key West Post was placed into operational use recording Havana telecasts on 30 October. The first video tapes have been forwarded to Graphics Register, OCR, for evaluation and exploitation. During the military buildup at Key West, the Navy installed several strong shortwave transmitters close to the Post operations site. The only serious electronic interference experienced was in the video recording mechanism. Complete copper screen shielding of the recorder room successfully overcame this problem. [redacted] 50X1

b. Engineer [redacted] was detailed from Headquarters to the East Coast Bureau to expedite work on the mobile monitoring unit. [redacted] 50X1
[redacted] 50X1

c. Division Emergency and War Plans were reviewed. Initial Emergency Force personnel in Headquarters were thoroughly briefed by the Division Chief and an advance party of four individuals was selected to proceed to the designated wartime relocation center had the Government gone into Defense Condition II. [redacted] 50X1

d. Numerous miscellaneous requests by Agency components and other Government activities for details of broadcast information were handled by FBIS throughout the Cuban crisis. There was a marked increase in requests for information on USSR and Communist China broadcast efforts. [redacted] 50X1
[redacted] 50X1

e. On 20 October, 48 hours before the President's speech on Cuba, the Panama Post went on a 24-hour operation to maintain a continuing watch on Havana transmitters at the request of the Caribbean Command. This coverage was maintained without detriment to the Bureau's normal coverage responsibilities. [redacted] 50X1

f. The Foreign Documents Division generously loaned FBID three highly skilled Spanish linguists, [redacted] 50X1
work at the East Coast Bureau to cover the PRENSA LATINA file. The three FDD employees furnished the Bureau a total of three and one-half man days and their very valuable assistance was greatly appreciated. [redacted] 50X1

g. FYI's from the field on world reaction as well as Soviet domestic, regional and international service treatment of the Cuban crisis provided a valuable adjunct to the extensive textual coverage on the Wire. The London Bureau also prepared a number of roundups of Moscow domestic broadcasts to

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assist RFB in filling consumer requests for information on Soviet propaganda reactions.

h. The Chief, Internal Affairs Section, RFB attended a meeting of the Board of National Estimates held to discuss an ONE Staff Memorandum on implications of the Cuban crisis for the Soviet leadership situation and Sino-Soviet bloc relations. [redacted]

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3. RFB Reports and Services Unrelated to the Cuban Crisis:

a. Radio Propaganda Report CD. 213 analyzed the Soviet slogans issued for the October Revolution anniversary. (Confidential)

b. A propaganda-analysis item on the Wire called attention to Communist China's abandonment of Mao's 10-year plan for agricultural mechanization, as revealed in a People's Daily editorial of 9 November. [redacted]

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c. Analysis support cables for the Agency representative on the U. S. disarmament delegation in Geneva continued, supplementing the textual materials supplied by the field. [redacted]

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4. Hong Kong and Taiwan Tests: [redacted]

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have completed the reception survey in Hong Kong and Taiwan and have returned to their regular duty stations. The recordings of Chinese regional stations made in Hong Kong by the team are now being processed at the West Coast Bureau. Evaluation of the survey results is underway. [redacted]

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6. Editorial Target Format: A new format was established for the weekly editorial target list formerly prepared on a consolidated basis by the Liaison and Requirements Staff for distribution to all bureaus and over 200 other consumers. In order to call individual bureaus' attention to specific targets in their coverage areas, henceforth targets will be sent to selected bureaus only. An expanded list of contributors to the new target system was also provided for. The National Security Council and White House will henceforth contribute to these targets. It is felt that the new system will speed the flow of worthwhile guidance to those bureaus which need it; cut down on unnecessary material heretofore included for bureaus which could not provide certain items; and act as a vehicle for providing ad hoc guidance from Headquarters editors and analysts on standardization of terms, spelling of names, and other information deemed not sufficiently timely or universal for an admin message or inclusion in the monthly letter of information. [redacted]

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7. Information Media Contacts: Reports of contact with a public information media should henceforth be addressed to the Liaison and Requirements Staff for Headquarters' processing. Bureaus which do not have a supply of the standard form should request them by letter to L & R. [redacted]

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8. High Precedence Filing Times: Bureaus filed 8 "YY" and 26 "OO" items to Washington during October 1962. Average transit time to Washington -- message sign-off to time of receipt -- follows: ECB, 1 "OO", 5 minutes; Key West, 2 "YY", 48 minutes; London, 8 "OO", 11 minutes; WCB, 3 "OO", 4 minutes; Okinawa, 2 "YY" (common-user), 49 minutes; 3 "YY" (allocated circuit) 7 minutes; 1 "OO" (common-user) 86 minutes; 9 "OO" (allocated circuit), 25 minutes. [redacted]

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9. Semiannual Review: The Liaison and Requirements Staff completed its semiannual review of continuing requirements levied on FBIS by members of the intelligence community. After surveying all the special services collated in the January list and the subsequent monthly listing of requirements, 17 standing requirements were cancelled. A new consolidated listing will be sent to all field bureaus in January. The listing of lateral services performed by individual bureaus will be updated and distributed in consolidated form in February. [redacted]

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10. Operating Time Schedules: Copies of the latest version of the FBIS bureaus' operating time schedules were distributed in October. Bureaus were asked to keep FOS advised of any changes which should be made when this chart is revised. No more copies are available of the present chart. [redacted]

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EDITORIAL COMMENTGENERAL

Headquarters still receives a number of names which, though enclosed in brackets with accompanying question marks, appear to be phonetic. All editors are urged to study page A 11 of the recently revised Editorial Handbook for present requirements in this regard, as failure to indicate that a clearly heard but uncheckable name is phonetic may deprive Headquarters or consumers of an important clue. For example, Lord (Home?) means that the name, though checkable, was not heard clearly, while (Hume -- phonetic) means that the name was heard clearly but could not be checked for spelling.

London Bureau

In briefs, specific time and place must be indicated when the date line is missing or incomplete. The adverbs "here" and "tomorrow", for example, are meaningless without a frame of reference. The chief difficulty is with Kenya-monitored items.

German Bureau

Caution should be used in attributing parenthetical remarks appearing in press scrutiny material. In a recent translation some parenthetical remarks were attributed to the newspaper, though the nature of the document strongly indicated that the observations were inherent in the original text. In cases where doubt exists as to proper attribution of such remarks, editors should simply note for Headquarters guidance that parentheses are given as printed.

Austrian Bureau

The value of items processed from Soviet and Satellite newspapers is enhanced by the extensive use of Excerpts rather than Summary With Quotations. Although summarizing may accurately condense a text and reflect the general tone, for analysis purposes only excerpts may be quoted. Some summarized portions of press items processed by the bureau are only a few lines shorter than they would be if excerpted. The effect of this is to deny the analyst quotable passages without materially reducing monitor translating time or teletype space.

Okinawa and West Coast Bureaus

1. NCNA page numbers given in lengthy items should be retained in copy filed to Washington, as these divisions facilitate pinpointing of passages being compared or corrected.
2. Originally unattributed parenthetical notes or ellipses in press agency

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copy should not arbitrarily be attributed to the agency. Instead, the notation "brackets as received" or "ellipses as received" should be used.

Saigon Bureau

Through actual practice a completely adequate and satisfactory procedure has been devised for the handling of Nhan Dan and Hoc Tap material by the bureau and FDD through Headquarters liaison. This not only reduces duplication of effort to a minimum but greatly expedites distribution of the material to the intelligence community.

ENGINEERING AND FIELD OPERATIONS

1. Minimize Deferred Precedence: During MINIMIZE conditions, Bureaus are encouraged to make use of the MM (deferred) precedence indicator on wire-filed traffic that does not require immediate transmission or, in the case of administrative messages, does not require immediate action or answer by the recipient.

2. Cruising Monitors are commended for their prompt and efficient reporting of the Moscow and Peking international winter program and frequency changes. The most significant changes in Moscow's winter schedule is the extensive increase in Mandarin broadcasts for China and in English for South and Southeast Asia. Radio Peking did not change its language output but did effect numerous seasonal frequency alterations.

3. Program Schedule Format: As a result of the recent canvassing of bureaus on program schedule format, BIS is planning to standardize program schedule formats in all three books of "Program Schedules of Foreign Broadcasting Stations." Examples of the various formats to be used -- the format varying according to schedule complexity -- can be found in Revision No. 37 to Volume 10, Part 3, dated 5 November 1962. Suggestions from the field for improvement of these formats will be welcome and should be addressed to Chief, Field Operations Staff.

ADMINISTRATION AND MISCELLANEOUS1. Official Visits:

a. [] Deputy Chief, FBIS, visited the Key West and Panama Posts and the West Coast Bureau 13 - 30 October. STAT

b. [], Chief, Field Operations Staff, visited the Key West Post 9 - 11 October. STAT

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c. [redacted] Chief, Engineering Staff, visited the Key West Post 14 - 16 November. STAT

2. Suggestion Award: [redacted] Chief, TIU, received a Suggestion Award for the International Anniversary Desk Calendar which she proposed and designed. STAT

3. Unsigned Documents: Many documents come into Headquarters with no signature. It is most important that all vouchers, reports and forms carry the signature of the authorized person as well as the typed name.

4. Salary Table: The new Salary Table #41 was sent to all bureaus.

5. Unit Prices: Bureaus are no longer required to type unit prices on requisitions processed through Headquarters. However, in order to maintain financial control of purchases, bureaus should list prices used for their financial reports on the carbon copy of the requisitions supplied to Headquarters.

Personnel:

1. New Employees

Assignment

[redacted]

Analyst, Bloc Foreign Affairs Section
RFB

STAT

Secretary
Editorial Branch

Monitor
West Coast Bureau

Editor, Far East Section
Editorial Branch

Editor, ME/AF/WE/LA Section
Editorial Branch

2. Reassignments

From

To

[redacted]

Senior Editor
London Bureau

Asst. Projects Editor
Editorial Branch

STAT

Chief
Hokkaido Bureau

Deputy Chief
London Bureau

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Reassignments

From

Senior Editor
Editorial Branch

Editor
Editorial Branch

Senior Editor
Editorial Branch

To

Senior Editor
African Bureau

Analyst, Bloc Internal
Affairs Section, RPB

Analyst, Bloc Internal
Affairs Section, RPB

STAT

3. Resignation

From

Analyst
RPB

STAT