

S-E-C-R-E-T

27 December 1966

MEMORANDUM FOR: Bureau Chiefs

SUBJECT: Letter of Information

GENERAL

1. African Bureau Situation: Although there appeared to be no immediate danger to continuance of the Kaduna operation, consideration of a contingency fallback site for the African Bureau continued as Nigeria's constitutional crisis remained unresolved. A reception test was being conducted in Abidjan by another component in this connection. The bureau, despite a reduction in its monitorial staff resulting from the exodus of non-Northerners, continued to produce a file about 85 percent of normal.

Nigerian police have been requested to investigate the disappearance of African Bureau monitor [redacted]

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The African Bureau, along with personnel of AID, USIS, and the Peace Corps, was cited in a State Department Superior Honor Award which was presented to the American Consulate in Kaduna for its performance during the May-June crisis. [redacted]

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2. Bangkok Bureau: Establishment of the Bangkok Bureau continued as modification work on the operations site moved toward its conclusion. The Bureau tested and interviewed potential monitors and teletypists and hired a local technician. Okinawa Bureau administrative officer [redacted] was sent to Bangkok on TDY to assist in setting up administrative procedures in coordination with the Embassy. [redacted]

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3. Caribbean Bureau: As of 30 November, the main construction contract for the Caribbean Bureau was 23.2 percent completed. The official contract completion date has been extended from 21 March to 28 May 1967 because of unavoidable delays experienced by the contractor. Occupancy of the shop and storage areas in the auxiliary building is expected by mid-January.

The wire grid lens antenna contractor has begun installation of 72 feeds and their associated terminations. Bids for a building to house batteries for FBIS microwave equipment were opened on 22 November. Completion of the microwave equipment building is expected by 1 April. [redacted]

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4. Hokkaido Bureau: Official approval was received from the Army Security Agency 13 December to locate the new Hokkaido Bureau adjacent to the 12th ASA Field Station at Chitose III. ASA approval was granted with the stipulations that the FEIS operation must not cause radio interference for ASA and that location of the operations building and its beverage wave antennas must be approved by ASA. The Chief, Hokkaido Bureau will negotiate with the Commander, 12th ASA Field Station on the site plan.

Okinawa Bureau cruising monitor [] spent the first half of December on TDY at the Hokkaido Bureau in connection with a survey of North China regional broadcasts. []

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5. Viet Cong Truce Broadcast: Saigon Bureau's prompt handling of the 28 November NFLSV statement on a Christmas-New Year's truce enabled the FBIS Wire Service to carry the report only 75 minutes after it was initially broadcast by the "Liberation Radio." Western press services did not report the item until nearly five hours later. []

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6. Report on Missing Navy Flier: An FYI from London Bureau reporting a Prague radio broadcast of an interview with Lt. Robert V. Woods was carried on the FBIS Wire Service and elicited a request from Naval Intelligence for more details of the interview. FEIS was later informed that on the basis of additional details provided by the London Bureau Lieutenant 'Woods' name was removed from the Missing in Action List and his next of kin were notified he was alive. []

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7. Research and Analysis Services: RPD is conducting a study of North Korean propaganda since January 1966 for DIA in response to that Agency's request for a review of the material in regard to purposes, intentions, and possible North Korean action against South Korean and U.N. forces in South Korea. In advance of this study, three recent SURVEY articles on North Korean propaganda were sent to DIA and interested State Department consumers. Major moves in North Korean foreign and domestic policy were reviewed in Radio Propaganda Report CD.271, "North Korean Policy Lines Formalized at Party Conference and Plenum," which discussed reports delivered at the October conference as well as organizational changes in the party leadership.

In the wake of the fourth CPR atomic test, RPD continued to service requests for information on Soviet and Chinese statements relating to nuclear testing. The Arms Control and Disarmament Agency, for example, asked for assistance in locating a Khrushchev remark on resumption of nuclear testing, which was supplied from the War Themes file, and an Agency requestor asked for details of Peking comment on the four Chinese tests, including the volume for the first two weeks after each test as well as a beaming breakdown with particular reference to material broadcast to Japan.

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Along with continuing questions on propaganda concerning Vietnam, RPD serviced queries on such diverse subjects as the beaming of Kirilenko's 1 December speech on Brezhnev's wartime role; information on Moscow's Mandarin programs; Fidel Castro's attendance record at October Revolution receptions in Havana; and propaganda indications of Raul Castro's whereabouts in April-May 1966.

The Austrian Bureau provided RPD with excerpts from speeches by domestic and foreign party delegates to the recent Bulgarian and Hungarian party congresses concerning the CPR and world party conference issue. These passages, along with the Bureau's tabulation of the parties' attitudes on these problems as expressed at the Bulgarian congress, were valuable in formulating a lineup of the world parties at the two congresses on the conference issue, and in pointing up certain shifts of position. The Bureau's material is reflected in the Bloc Relations section of the 8 December Survey.

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8. Reports and Supplements: Under Secretary of State Katzenbach expressed his appreciation to FBIS and OCR/FDD for their efforts in compiling the weekly Special Memorandum, "Foreign Radio and Press Reportage and Comment on Mock War Crimes of U.S. Leaders." Mr. Katzenbach described the issuance as a "very useful compilation." The Chief of an Agency component utilizing the publication described it as a "most valuable resource in our efforts to counteract this activity." The fifth weekly issue, dated 14 December, contained some 31,000 words. Between 12 and 16 percent of the material is being supplied by FDD.

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Seven supplements amounting to 393 pages were produced by the USSR/EE Daily Report Branch during the past month to handle the voluminous materials from the Bulgarian, Hungarian, and Albanian party congresses.

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The Daily Report in December was publishing an average of nine pages a day of Communist Chinese material monitored by the EBC's Hong Kong operation and transmitted to FBIS headquarters from the American Consulate in Hong Kong.

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9. Lateral Services: Increasing consumer interest in program summaries was exemplified during November by a number of requests levied on field bureaus. USIS Rawalpindi requested regular mailing from Okinawa Bureau of summaries of Peking and Moscow in Urdu and Moscow in Bengali. West Coast Bureau supplied for an Agency component a two-week sample of Peking broadcasts in Russian. East Coast Bureau began supplying the Office of the Special Assistant for Counterinsurgency and Special Activities at the Pentagon program summaries of the weekly Havana broadcast, "Guerrillas." An Agency component in Saigon described as "very valuable" Moscow and Peking Vietnamese summaries supplied by the Okinawa Bureau.

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The Panama Bureau initiated wire service to the American Embassy in La Paz, Bolivia, while the Caribbean Bureau began supplying a copy of its own file plus material received from other bureaus to the 27th District OSI, Ramey Air Force Base.

Among special services during November, the Key West Bureau forwarded to OCR/Graphics Cuban television newsreel shots of bomb damage allegedly caused by a "pirate" air raid on a Cuban chemical plant. The German Bureau made special arrangements for coverage of the Intersvision relay of the military parade held 7 November in Moscow; 70 still photos were sent to Headquarters. Frankfurt also provided flash telephone service to a USAREUR intelligence component on the crash of a Pan American plane in East Berlin 15 November, including the first indication of the actual location of the crash as reported by ADN. Mediterranean Bureau responded to a request from the American Embassy in Teheran for a report on the clandestine Radio Peyk'e Iran's treatment of the Shah over a two-week period. The bureau also wirefiled material on the crisis between the Syrian Government and the Iraq Petroleum Co. to the American Embassy in Damascus. Items attacking the Jordanian regime were sent to various U.S. embassies in the Near East by Medbuero at the request of the American Embassy Amman. [redacted]

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10. Use of FBIS Material: Twenty-five cables sent to the State Department in November by the U.S. Embassy in Saigon referred to or were based on FBIS monitoring. A summary of a Panamanian National Assembly debate broadcast by the Panamanian radios was requested by U.S. Ambassador Adair and utilized in subsequent Embassy reporting. [redacted]

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11. Briefings and Visits: Military visitors who were given briefings at headquarters during November included Lt. Col. V. B. Driscoll, Chief of the Current Intelligence Desk, Headquarters USAREUR, who commended FBIS service to USAREUR during the Vitava maneuvers. Lt. Cmdr. Manfred Widman, of STRIKE Command, also briefed at headquarters, affirmed the value to the command indications center of the FBIS Bulletin. U.S. Ambassador to Japan U. Alexis Johnson visited the Tokyo Bureau where he was briefed on operations.

The Chief, Austrian Bureau, and the Deputy Chief, Mediterranean Bureau, attended the semiannual BBC-FBIS Coverage Coordination Meeting in London. The Chief, Engineering Staff, FBIS visited the Caribbean Bureau early in December. [redacted]

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FIELD OPERATIONS AND ENGINEERING

12. Communications Backlogs: As a result of the diversion of resources from tape relay centers to the new Autodin System, serious backlogs of routine traffic handled by the Defense Communications System developed in CONUS. The delays affected common-user traffic of the Panama and Key West Bureaus, with some messages delayed as long as nine days. The problem was receiving high-level attention but was expected to take several weeks to resolve. The bureaus affected resorted to temporary upgrading of precedence and airmailing of routine copy as no alternative routing was available. [redacted]

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13. Broadcast Developments: In November the Soviet "Radio Station Peace and Progress," which uses the facilities of Radio Moscow though disavowed by the Soviet Government as an official organ, expanded its operations by introducing 18-1/2 hours weekly of broadcasts in English and French for Asia, Africa, and Central America, and by 3-1/2 hours weekly in Portuguese to Africa. The radio hitherto broadcast only 10-1/2 hours weekly in Spanish and Portuguese to Latin America. Since the programs are allegedly privately sponsored by organizations representing Soviet public opinion, they are more outspoken than Radio Moscow. Coverage has been assumed by BBC.

On 12 December it was announced that a new press agency, United Arab Press, will begin operations 1 January with modern communications equipment. The fifteen-nation French-speaking Afro-Malagasy organization (OCAM) is reported to be studying the formation of an OCAM news agency. East Coast Bureau recently resumed watch of the Paris-Peking NCNA circuit; among dispatches intercepted were several attributed to an agency called "PRENSA ANDINA," supposedly based in Lima, Peru. [redacted]

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14. The Monitoring Operations Section of FOS was asked to respond to a high volume of requests during November, most originating with Organization components, DIA, and USIA. A DIA representative utilized MOS files to obtain data on Southeast Asia/S.W. Pacific broadcasting. [redacted]

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ADMINISTRATION

15. Handling of Classified Material Outside FBIS Premises: Headquarters components have been reminded that Organizational classified material may not be removed from official areas and may be transferred from one point to another only with proper safeguards. Bureau chiefs are urged to review official security practices established for their areas for handling and protecting classified material, and to insure that when such material is delivered or otherwise transferred between bureaus and other U.S. Government offices in the area, safeguards are taken for the secure handling of this material. Under no circumstances may classified material be taken home by bureau employees. [redacted]

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16. Revised Policy on Yugoslavia Overflights: The Office of Security determined recently that no security objection will be imposed on use of major Western European airlines (such as KLM, SAS, Swiss Air, BOAC, etc.) which overfly, but do not land in, Yugoslavia for air travel performed by FBIS Staff employees between Europe and the Near East. The use of such flights is in addition to the previously restricted use of Pan American Airways non-stop flights over Yugoslavia. This revised policy does not extend to the visiting of Yugoslavia or travel within Yugoslavia by FBIS Staff employees. Yugoslavia continues to be classified as a "Risk-of-Capture Area" for all Staff employees. [redacted]

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SUBJECT: Letter of Information

17. Air France Flights: Personnel are prohibited from using Air France when traveling to and from Hong Kong. It is one of the few airlines that has landing rights in Communist China. In the event of in-flight trouble, Air France would be more likely than other airlines to make an emergency landing on the mainland. [redacted]

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18. Personnel Reports: Inasmuch as the Staff Personnel Report and the Foreign Personnel Report are no longer classified, bureaus should forward these to headquarters by unclassified pouch as soon as they are prepared. It is no longer necessary to hold these reports for attachment to the Bureau Progress Report. [redacted]

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19. Foreign National Travel: Administrative messages on travel by FBIS foreign nationals need not be addressed to the Director. These messages should normally be addressed to the Chief, Administrative Staff. [redacted]

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20. Suggestion and Invention Awards: Bureaus are encouraged to bring to the attention of all Staff and alien employees the provisions of FB 20-17 on the suggestion and invention awards program. [redacted]

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21. Pen and Ink Changes, FBIS Notice No. 66-15:

a. Please correct the Austrian Bureau mailing address to read:

Official and Personal:
 FBIS, American Embassy
 A-1091, Vienna, Austria

Personal Mail (Staff Only):
 Name
 Vienna
 Department of State
 Washington, D. C. 20521

b. The Bangkok Bureau mailing address should be added:

Mailing Address
 American Embassy (FBIS)
 APO
 San Francisco 96346 [redacted]

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22. Training. [redacted], Chief, Liaison and Requirements Staff, attended a two-day Defense Intelligence Agency Orientation, Project HELPFUL. [redacted] Chief, Field Operations Staff, attended the Agency's Senior Management Seminar. [redacted]

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U N C L A S S I F I E D

SUBJECT: Letter of Information

PERSONNEL

1. New Employees

Assignment



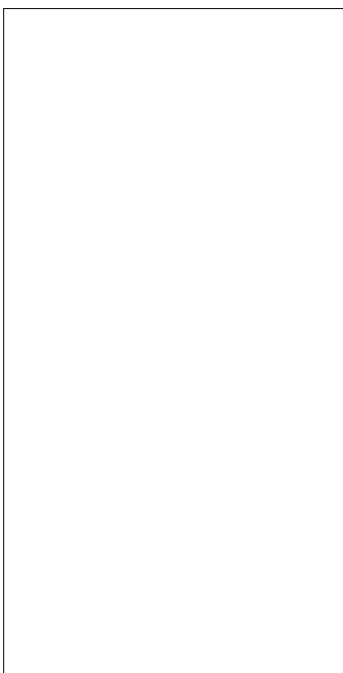
Teletypist, Wire Services Branch, Editorial Division
Editor, ME, WE, AF, LA Branch, Editorial Division

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2. Reassignments

From

To



Editor
Editorial Division

Editor
Mediterranean Bureau

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Asst. Chief Engineer
Mediterranean Bureau

Engineer
African Bureau

Editor
Okinawa Bureau

Editor
Wire Service Br., Ed. Div.

Cruising Monitor
West Coast Bureau

BI Specialist
Field Operations Staff

Deputy Chief
London Bureau

Chief, Bloc Internal
Affairs Branch, RPD

Typist
Field Opns Staff

Secretary
Executive Staff

Editor
Editorial Division

Operations Officer
Hokkaido Bureau

3. Separations

From



Editor
East Coast Bureau

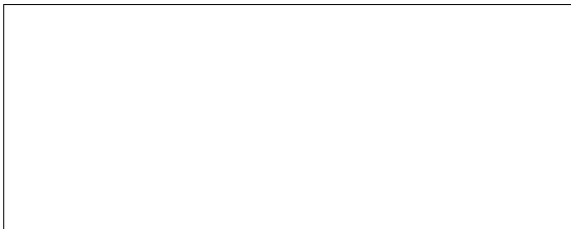
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4. Temporary Duty in Headquarters



, Chief, Saigon Bureau -- Consultation and return to
Saigon Bureau

50X1



50X1

✓ Acting Director
Foreign Broadcast Information Service

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28 November 1966

MEMORANDUM FOR: Bureau Chiefs

SUBJECT: Letter of Information

GENERAL

1. African Bureau Situation: The situation in Kaduna was calm during the first part of November, but the continuing confrontation between the Nigerian Federal Military Government and Eastern authorities presented the danger of further outbreaks of violence and possible civil war. African Bureau Chief [] reported that burglaries, robberies, and other crimes appeared on the increase with the breakdown of law and order in Northern Nigeria, and the Bureau's communications with Lagos remained tenuous.

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Planning thus continued for a fallback site should the Kaduna operation become untenable, with Ghana and Ivory Coast the most likely possibilities. The deputy chief of London Bureau, [], began a visit 13 November to Accra, Lagos, Kaduna, and Abidjan for consultations on the spot. Discussions were also held in Washington with Organization components and State Department, including a meeting with the U.S. Ambassador to Ghana, Franklin Williams. []

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2. Bangkok Project: Local recruitment in Thailand began for the projected Bangkok Bureau. The American Embassy agreed to provide fiscal, security, and other administrative support for the Bureau, to be located in a building leased in east Bangkok. Bureau Chief [] and Senior Editor [] arrived on PCS early in November, along with TDY engineer []. Construction work at the operations site began in mid-November for installation of security bars and other modifications. The Defense Communications Agency allocated a full duplex 100-wpm circuit between Bangkok and Saigon, where messages will be relayed over the Saigon-Washington cable. Installation of a STRATCOM tie-in with the Bureau is to be completed by late December. Recording and transcribing equipment for four temporary monitor training positions were airshipped from Headquarters, while nine radio receivers and other ancillary equipment were sent from Okinawa Bureau. Teletype equipment has been sent from Headquarters and Saigon Bureau. []

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Group 1

Excluded from automatic down-
grading and declassification

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SUBJECT: Letter of Information, 28 November 1966

3. Saigon Situation: Viet Cong terrorist incidents increased sharply in Saigon during October. A communist recoilless rifle attack on the Independence Day parade resulted in some shells impacting in the area of an FBIS apartment but there was no damage to the quarters. U.S. personnel were ordered by security authorities to avoid congregating at bus stops due to the increase in grenadings. [redacted]

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4. Mediterranean Bureau: On the night of 22 October a bomb exploded in downtown Kyrenia, causing considerable damage to shop windows. Kyrenia police arrested several Turkish Cypriots for questioning but no Bureau employees were involved. Generally the situation in Cyprus remained quiet in October, with the Bureau's net publishable wordage--541,000 for the month--the highest since February 1964. [redacted]

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5. Caribbean Bureau: The Caribbean Bureau launched an intensive local monitor recruitment campaign, and by mid-November some 41 multilingual prospects were scheduled for testing. The first locally-recruited monitor was scheduled to enter on duty in late November.

The main construction contract was 17.3 percent complete at the beginning of November but the project is some three months behind schedule. The contractor now has crews working seven days a week and has hired additional personnel in an attempt to expedite the construction. [redacted]

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In Washington, representatives of the Naval Research Laboratory and the National Security Agency, in discussions with the Chief, Engineering Staff, FBIS, requested that these organizations be permitted to perform certain tests utilizing the Wire Grid Lens Antenna and the direction finding facilities when installation is completed. [redacted]

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The Transportable Monitoring Unit previously used for the temporary monitoring installation at the Bureau is now 85 percent repacked. Heavy airconditioners and heat pumps in the TMU have been replaced with smaller, more compact units, and VHF communications equipment with lighter transistorized equipment. [redacted]

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6. Chinese Nuclear Weapon Test: The West Coast and Okinawa Bureaus' rapid handling of Peking's 27 October announcement that Communist China had successfully launched a guided-missile with a nuclear warhead enabled FBIS to score a clear beat on the major wire services and provide the intelligence community with the first word on the Chinese breakthrough. A West Coast Bureau FYI noting that an important item appeared to be upcoming from Peking sources was promptly carried on the FBIS Wire, as was the Bureau's FYI on the

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actual announcement. Okinawa supplied the operative two paragraphs containing details of the launching minutes later from a spotty NCNA transmission, and the complete NCNA English text provided by West Coast Bureau was running on the Wire about the same time the story was first reported by the news agencies.

The Director of our Agency asked that all FBIS personnel involved be congratulated, stating that as an old newspaperman he particularly appreciated the excellent performance of the two field bureaus and the Wire Services Branch in handling this important development. [redacted]

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RPD issued a Radio Propaganda Report (CD.270 of 7 November) examining Peking propaganda on the Chinese nuclear-missile test against the background of propaganda on the three prior tests and rounding up other communist reactions. Issues of the Trends and Survey prior to the test called attention to Peking publicity for the showing on CPR National Day of a documentary film on previous Chinese nuclear testing. It was pointed out that the last publicity for such a film showing had preceded the second Chinese test, thus offering propaganda evidence that a new test might be in the offing. [redacted]

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7. Research and Analysis Services: Developments relating to the war in Vietnam, the President's Asian trip, and the Manila conference were the focus of questions addressed to RPD from State and Agency offices. The CPR nuclear-missile test brought numerous inquiries on bloc comment and on past Chinese statements dealing with nuclear war. USIA, NASA, and the Arms Control and Disarmament Agency were provided with Soviet statements and comment on a wide range of topics, including "export of revolution," space achievements, the Peace Corps, and Nigerian tribal strife. An Agency component researched RPD files for studies of Moscow programming in Mandarin and Vietnamese, and USIA was supplied with information in response to an inquiry on programming of Moscow's "Radio Peace and Progress" for Latin American audiences. A resume of Havana's new weekly "Guerrillas" feature, viewed in the context of the general Cuban propaganda pattern, was prepared in response to an Agency request. An article in the 10 November Survey summed up the nature of Moscow's recent special broadcasts in Creole to Haiti, in response to a number of consumer questions about these broadcasts. The Soviet October Revolution anniversary slogans were analyzed in a Radio Propaganda Report in the semiannual series on the slogans. [redacted]

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8. Reports and Supplements: A world reaction report on the Manila conference and President Johnson's Far East tour was published on 3 November. The report summary was carried on the FBIS Wire and filed to FBIS Bulletin recipients.

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SUBJECT: Letter of Information, 28 November 1966

Materials related to the Fifth Congress of the Albanian Workers Party were published as a USSR/EE Daily Report Supplement on 16 November. Two other supplements containing material on the congress are also planned. The texts of two documents and six annexes, disseminated by Hanoi sources and purporting to substantiate alleged war crimes committed in Vietnam by American forces, were published as a Far East Daily Report Supplement on 13 November. []

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9. Special Services: The Editorial Division, in response to a request from the Office of the Under Secretary of State, on 17 November published the first in a weekly series of reports drawing together available radio, press agency, and newspaper reportage and comment on mock war crimes trials of U.S. leaders. The most publicized of these trials, under the aegis of Bertrand Russell, is tentatively scheduled for next March. The weekly report includes contributions from the Foreign Documents Division of OCR.

During the tour of world capitals by Ambassador Harriman following the Manila Conference, FBIS Headquarters refiled to U.S. Embassies in Rome and Paris, at State Department request, items of interest to the Ambassador.

The FBI was given transcripts and tapes of two voice recordings by Korean "turncoat" Clarence Adams broadcast by Hanoi radio in 1965. East Coast Bureau had prepared the tapes from belts forwarded from Okinawa. []

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10. Lateral Services: The Okinawa Bureau received a requirement from the Commander, 7th Fleet, requesting that the Bureau immediately file to task force units any Peking claims of U.S. air intrusions over CPR territory; the request noted that FBIS is the primary source for such items.

The Saigon Bureau received a request from [] for special handling on a continuing basis of Hanoi and Liberation Radio comment on pacification. In addition, a request for additional subscriptions to the Bureau's "Press and Radio Highlights" by the 7th Air Force at Bien Hoa brought to 118 the number of copies of the publication distributed daily in the Saigon area.

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The German Bureau began filing the West German Radio and Press Review to USIS, Berlin, while DIA's subscription to the Bureau's Weekly Report on the East German Press was increased to 43 copies. On 28 October the African Bureau began sending drop copies of its material to [] [] was given a three-month file of program summaries by the Panama Bureau for a survey of Panamanian broadcasts. []

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11. Uses of FBIS Material: Films supplied to OCR Graphics on the Warsaw Pact maneuvers evoked the comment by ORK that they provided the most thorough and complete coverage of the maneuvers available to the intelligence community thus far. The German Bureau had obtained the films from original videotape recordings of the Federal Press Information Office in Hanover.

The Legislative Counsel's office informed FBIS it had recently received several notes of appreciation from congressmen for material supplied by field bureaus through the L&R Staff containing references to members of Congress.

FBIS support in connection with the President's Far East tour was commended during a function at Langley attended by members of the task force and others involved in the special services for the Presidential party. [redacted] 50X1

12. Briefings and Visits: The Director, FBIS, visited the BBC and the London Bureau 27 October-4 November in connection with the annual FBIS-BBC Coordination Meeting. The Chief, Administrative Staff, FBIS, visited Saigon, Okinawa, Tokyo, Hokkaido, and West Coast Bureaus 14 October-22 November for consultation on administrative problems.

The new [redacted] visited Headquarters 18 November where he was briefed by the Director, FBIS. Several FBIS Headquarters personnel were given a briefing and tour of the Agency Operations Center, and 14 career trainees were briefed on FBIS by Headquarters staff officers. The assistant head of the BBC's East African Unit at Nairobi, [redacted] was briefed at Mediterranean Bureau while en route to Caversham. The German Bureau Chief on 26 October briefed the staff and heads of agencies affiliated with the U.S. Consulate General at Frankfurt. Two groups of OCI Latin American analysts visited ECB. (SECRET) 50X1 50X1

FIELD OPERATIONS AND ENGINEERING

13. Hong Kong Copy: The first teletype copy from the BBC monitoring unit in Hong Kong was received in Headquarters on 1 November. The material, punched by a locally-hired operator, was virtually error free and provides additional coverage from CPR regional transmitters. The file is being relayed to the BBC in London. During the week 14-18 November the Daily Report published 16,000 words from the Hong Kong file. [redacted] 50X1

14. Trans-Pacific Communications: The Honolulu-Washington leg of the Tokyo Bravo circuit was converted from radio to cable on 31 October. Outages on the Saigon-Washington cable were reduced to almost nil during the month, with the result that no Saigon traffic had to be rerouted via Tokyo. [redacted] 50X1

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15. Broadcast Developments: The USSR has announced an additional mediumwave transmitter for broadcasts in Hindi, Punjabi, Urdu, and English on its South Asian beam, covered by the Okinawa Bureau and BBC. Radio Tirana's new high-powered mediumwave transmitter, built with the assistance of the CPR, was heard during the second week of October relaying Tirana's international and domestic services.

Radio Tanzania, also assisted by the CPR, began test transmissions over two new 50-kilowatt transmitters. These transmissions, on Tuesdays and Thursdays, have thus far consisted of relays of Dar es Salaam in English and Swahili, covered by the BBC's Nairobi unit.

Radio Moscow announced it was supplying Moscow-originated feature programs for local Cuban broadcasting stations, although these programs have not yet been heard. Since 20 October Hanoi's "Voice of Vietnam" doubled its Korean-language broadcasts to ROK troops in South Vietnam by adding two half-hour transmissions to its schedule. The Korean broadcasts are sampled at Okinawa Bureau. [redacted]

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ADMINISTRATION

16. Progress Reports: Bureaus are frequently including details of relatively minor importance in the main body of the monthly progress reports. Provisions of FB 70-3 should be reviewed with the objective of including a greater amount of this detail in the attachments for appropriate staff officers. [redacted]

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17. Obsolete Equipment: Bureaus are urged to review periodically property records and equipment inventories for possibilities of disposal or transfer of equipment that no longer meet the requirements of the bureau. Provisions of FB 45-2, para 9 should be noted in this connection. [redacted]

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18. Correction of FBIS Regulation FB 20-12: Please make the following change in line 5, paragraph 1d, of FBIS Regulation FB 20-12: Reads: "..... requirements of paragraph 7, FB 20-11....." Should read: ".....requirements of paragraph 8, FB 20-11...." [redacted]

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19. Fitness Reports: Bureaus should insure that fitness reports which contain an "outstanding" rating in overall performance are accompanied by a separate statement indicating whether action is being taken to recognize the outstanding performance. Outstanding reports which are not accompanied by such a statement will be returned to the Bureaus. [redacted]

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20. Payment Vouchers: The disbursement date must be shown on all vouchers forwarded to Headquarters Accounts Division. However, it is not necessary to show the disbursement date on copies of payroll vouchers which are forwarded to Headquarters Payroll Branch.

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21. Regulatory Issuances: The following regulatory issuances were disseminated: (ADMINISTRATIVE--INTERNAL USE ONLY)

| <u>Notice No.</u> | <u>Subject</u> | <u>Date</u> |
|-------------------|--|-----------------|
| 66-15 | Bureau Addresses | 25 October 1966 |
| 66-16 | Allotment and Appropriation Numbers - FY 1967 | 20 October 1966 |
| 66-17 | Sunday Premium Pay | 27 October 1966 |
| 66-18 | Saturday Duty Roster (Hdqtrs Distribution Only) | 1 November 1966 |

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SUBJECT: Letter of Information, 28 November 1966

EDITORIAL

1. Instructions in the revised Editorial Handbook are still not being consistently applied. Some examples:

a. Section I, page 7: In excerpts, omission of a single sentence should be indicated by the notation (sentence omitted), not by an ellipsis as in the past.

b. Section IV, page 10: In describing whether a speech is live, recorded, or read by announcer, the word "live" or "recorded" should be the last element of the subslug after the double-dash sign. Many editors still begin subslugs (recorded speech by) or (live speech by).

c. Section IV, page 18: Cabinet lists should be tabulated with offices or positions on the left and names on the right.

d. Section I, page 5: Editors are urged to make greater use of the introductory subslug in explaining certain processing aspects of an item. Explanatory editor's notes which fragment many texts can often be included within the subslug. It is better to note at the beginning that a leader's replies are given in his native tongue followed by an English translation, rather than break up the text at various intervals with a notation (Tito replies in Serbo-Croat: Followed by English translation--ed.)

PERSONNEL

2. New Employees

[Redacted]

Assignment

Typist, Publications Branch, Editorial Div. 50X1

3. Reassignments

[Redacted]

From

To

Senior Editor
Saigon Bureau

Senior Editor
Bangkok Bureau

50X1

BI Specialist
Field Opns. Staff

Cruising Monitor
West Coast Bureau

Operations Officer
Okinawa Bureau

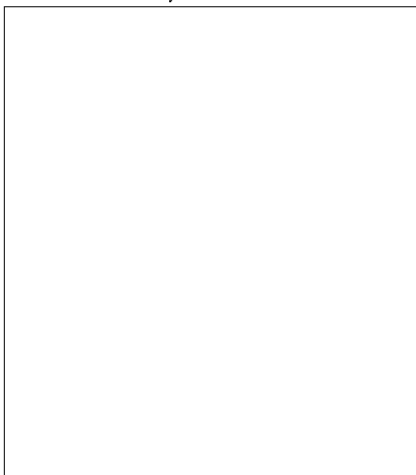
Chief
Bangkok Bureau

Asst. Exec Officer
Executive Staff

Deputy Chief
London Bureau

SUBJECT: Letter of Information, 28 November 1966

3. Reassignments (Cont'd)



| <u>From</u> | <u>To</u> |
|--------------------------------------|---------------------------------------|
| Chief Engineer Mediterranean Bur. | Chief Engineer Okinawa Bureau |
| Typist, Publ. Br. Editorial Div. | Clerk Typist Radio Prop. Div. |
| Watch Officer East Coast Bureau | Watch Officer Mediterranean Bureau |
| Unit Chief Editorial Div. | Senior Editor Saigon Bureau |
| Admin Officer London Bureau | Admin Officer Tokyo Bureau |

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4. Separations



| <u>From</u> |
|--|
| Deputy Chief Engineer West Coast Bureau (Retired) |
| Teletypist East Coast Bureau |

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5. Awards



- Saigon Bureau - Certificate of Merit



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ROGER G. SEELY
Director
Foreign Broadcast Information Service