

SECRET

Office of Security

Trends and Highlights

JULY 1977

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25X1A

Approved For Release 2000/05/31 : CIA-RDP83B00823R000600070001-4

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	<u>Monthly</u>	<u>Cumulative Total FY-77</u>
3. (C) <u>BRIEFINGS AND SERVICES</u>		
<u>Briefing Program</u>		
Briefings Conducted	7	59
Personnel Briefed	<u>128</u>	<u>1,192</u>
<u>Training</u>		
Personnel Trained in Security Equipment (Locks, Safes, etc.)	<u>13</u>	<u>128</u>
25X1A Personnel Trained in [REDACTED]	<u>8</u>	<u>57</u>
Man Hours Spent in Training	<u>150</u>	<u>905</u>
<u>Procurement</u>		
Material Requisitions Initiated	<u>19</u>	<u>184</u>
Dollar Value of Procurements Initiated	<u>\$26,557.46</u>	<u>\$915,528.80</u>
4. (C) <u>ENGINEERING AND PLANNING</u>		
Liaison Meetings with Other Agencies	<u>1</u>	<u>20</u>
R&D Contracts Followed	<u>11</u>	<u>15</u>
Dollar Value of Contracts in R&D	<u>\$871K</u>	<u>\$1,092,000</u>
Technical Security Division Contracts Monitored	<u>8</u>	<u>14</u>
Dollar Value of Technical Security Division Contracts	<u>\$ 1,556,100</u>	<u>\$1,858,000</u>
Visits with Contractors	<u>2</u>	<u>36</u>
5. (C) <u>INTERAGENCY TRAINING CENTER</u>		
Weeks of Regularly Scheduled Training	<u>1</u>	<u>23</u>
Number of Students	<u>8</u>	<u>156</u>
Weeks of Special Training	<u>0</u>	<u>0</u>
Number of Students	<u>0</u>	<u>0</u>

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	<u>Monthly</u>	<u>Cumulative Total FY-77</u>
6. (C) <u>TECHNICAL SECURITY DIVISION TRAVEL</u>		
Man Days on Overseas TDY	<u>308</u>	<u>1,385</u>
Man Days on Domestic Duty	<u>0</u>	<u>211</u>
Total Man Days on TDY	<u>308</u>	<u>1,596</u>
7. (C) <u>TECHNICAL SECURITY DIVISION PERSONNEL IN TRAINING</u>		
Man Days in Internal Training	<u>0</u>	<u>244</u>
Man Days in External Training	<u>0</u>	<u>11</u>
8. (C) <u>GENERAL ADMINISTRATION AND SUPPORT ACTIVITIES</u>		
Man Hours Processing for TDY	<u>128</u>	<u>402</u>
Man Hours Providing Logistical Support	<u>0</u>	<u>4,235</u>

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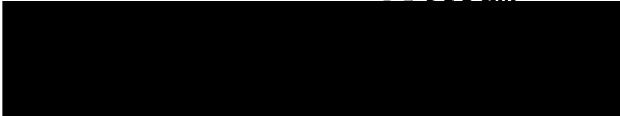
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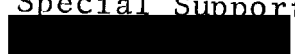
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Monthly Report JULY 1977 (Continued)

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	Monthly	Cumulative Total FY-77
Advice and Guidance	91	705
Security Violations Program		
	95	655
	67	373
	7	119
Investigations	0	3
Support Activities	3	39
Special Projects or Assignments	6	39
	9*	93

3. HEADQUARTERS ACTIVITIES (C)

Security Duty Office		
Incidents Involving Written Reports	52	646
Security Assistance Cases	1,862	17,773
Security Inspections of Agency Facilities	433	3,092
Receptionist Section		
Total Number of Visitors Processed	9,766	102,581
Collateral Clerk Office		
Number of Fines Collected	149	1,719
Money Collected	\$900	\$10,801
Identification Section		
Staff Badges Issued	885	9,159
VNE Badges Issued	72	1,467
Credentials Issued	263	1,710
Staff Badges Destroyed	377	4,056
VNE Badges Destroyed	142	822
Credentials Destroyed	119	871
Security Services Section		
Security Equipment Service Calls	1,045	9,573
Special Support Assignments/Man-hours	309	2,759
 Assignments	1,056	11,014
Classified Escort Assignments/Man-hours	40	699

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4. SAFETY ACTIVITIES (U/AIUO)

Safety Surveys		
Man-hours	3	26
Special Safety Inspections	24	903
Man-hours	38	131
	51	217

*Industrial Security Task Force - 200 manhours.

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	<u>Monthly</u>	<u>Cumulative Total FY-77</u>
Accident Investigations	0	10
Accident Reports Processed	43	556
Analytical and Statistical Reports Prepared	0	8
Training Given		
Formal Full-time Programs	0	6
Number of Students	0	88
Student Man-days	0	383
Briefing Sessions		
Number of Sessions	31	135
Number of Attendees	1,877	8,803
Student Man-hours	1,877	9,701
Special Programs	0	3
Number of Attendees	0	3,186
Safety Literature Distributed	4,000	35,755
Fire Alarm Tests Conducted	0	0
Support Actions	33	256
Fire Drills	0	3

5. Physical Security Division Travel (C)

Man-days on Overseas TDY	49	690
Man-days on Domestic TDY	33	286
Total Man-days on TDY	82	976

6. Physical Security Division Training (U)

Man-hours Receiving Training	0	2,691
Man-hours Conducting Training	49*	1,357

*Safety personnel spent 30 hours briefing employees in connection with the Safety Orientation Program. This figure does not include 86 hours spent by Safety personnel in support of the Safety Orientation Program.

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Monthly Activities of the PSI Directorate

(July 1977)

Clearance Division Activity

25X1A	Total Cases Received	1618
25X1A	Total ██████ Cases Received	690
	Total Cases Processed	1745
25X1A	Total ██████ Cases Processed	777
	Total Cases Pending	2934
	Total ██████ Cases Pending	1594

25X1A ██████ Investigative Assignments

	Total Received	1106
	Total Completed	1220
	Total Pending	1735

Security Support Division

Operational Support

25X1A	Total Headquarters and ██████ Manhours	1886
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External Activity

	Briefings, Correspondence, Functional Guidance and Outside Activity Total Actions	1139
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Polygraph

Overt 192 (79 - fav.; 113 - note)

Covert 14

RIP 64

Total	270
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(When Filled In)

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OFFICE OF SECURITY

TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of JULY 19 77

1. PROCESSING TIME (For* _____ Regular Cases)				
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel (Average number of days):	DAYS in INVESTIGATION	Days in Research and Appraisal		TOTAL DAYS
		SRD	PSD	
		44.3	4	10.1

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	
b. 31 to 60 days	
c. 61 to 90 days	
d. 91 to 120 days	
e. 121 to 150 days	
f. over 150 days	

3. CASES PENDING OVER 90 DAYS	STATUS	
	Deferred	Regular
	Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	
	Total	

*This figure does not include _____ cases where clearances were granted without FURTHER, OR IMMEDIATE INVESTIGATION which, if included, would give a grand total of _____ CASES.

OPERATIONAL SUPPORT DIVISION ACTIVITY

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TYPE OF ACTIVITY	APR 1966	MAY 1966	JUN 1966	JUL 1966	FIELD MAN-HOURS
COVERT SITES	1	1	2	0	
COVERT SUPPORT	11	11	8	14	
CUSTODIAL	1	-	-	1	
ESCORT	3	4	5	2	
SPECIAL INQUIRY	9	10	10	9	
SPECIAL PROJECTS	5	-	-	5	
SURVEILLANCES	7	4	3	8	
CI SUPPORT	C A T E G O R Y D I S C O N T I N U E D				
MISCELLANEOUS	16	26	19	23	
SUB-TOTAL	53	56	47	62	
[REDACTED]	6	21	22	5	
	14	18	25	7	
TOTAL SUPPORT	73	95	94	74	

BREAKDOWN OF 90 DAY OLD CASES

REASON FOR DELINQUENCY	TYPE CASE		TOTAL
	COVERT	STAFF	
RI CHECKS RESUBMITTED OR DELINQUENT			
NAME CHECKS PENDING			
FIELD INVESTIGATION PENDING			
NAME CHECKS AND FIELD INVESTIGATIONS PENDING			
IN VARIOUS STATES OF BEING CLOSED AT DESKS			
OUTSTANDING OVERSEAS LEADS			
ADDITIONAL LEADS ASSIGNED WITHIN LAST 60 DAYS			
MISCELLANEOUS (In abeyance pending action outside division)			
TOTALS			
NUMBER OF 60 DAY OLD CASES			

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 10S FIELD CONSOLIDATED STATEMENT OF CONDITION

MONTH July YEAR 1977

25X1A

STATUS OF FIELD ASSIGNMENTS		TOTAL								
PENDING BOM	ALL	1849	106	164	-	420	132	197	301	529
	APPLICANT	331	24	45	-	21	32	52	23	134
RECEIVED	ALL	1106	83	108	-	205	75	140	109	386
	APPLICANT	253	26	30	-	22	24	33	22	96
COMPLETED	ALL	1220	79	139	-	210	94	150	153	395
	APPLICANT	332	31	37	-	27	34	59	28	116
PENDING EOM	ALL	1735	110	133	-	415	113	187	257	520
	APPLICANT	252	19	38	-	16	22	26	17	114

AGE OF ASSIGNMENTS

PENDING 60 DAYS OR MORE	APPLICANTS	9	-	3	-	-	3	1	-	2
	COVERT AND OTHER OVERT	375	22	5	-	135	21	32	106	54
AVERAGE NO. OF DAYS TO COMPLETE	APPLICANTS	213	19	35	-	30	30	43	23	33
	COVERT AND OTHER OVERT	356	41	29	-	53	55	62	68	48
PENDING OFFICE OF ORIGIN CASES	TOTAL OVERT AND COVERT	-	-	-	-	-	-	-	-	-
	PENDING 60 DAYS OR MORE	-	-	-	-	-	-	-	-	-

PERSONNEL Agents Assigned 105 8 14 - 16 8 17 11 31

AGENTS AVAILABLE	INVESTIGATIONS	78.5	7.4	10.3	-	10.2	5.9	15.6	9.4	19.7
	SUPPORT	9.5	.6	.7	-	.8	1.1	1.4	.6	4.3
	LIAISON	8	-	1	-	-	-	-	1	6
	TOTAL	96	8	12	-	11	7	17	11	30
CORRESPONDENT ASSIGNMENTS	COMPLETED	146	-	-	-	34	1	10	30	71
	PENDING EOM	183	2	-	-	33	4	15	29	100

AGENT PRODUCTION

COMPLETED PER AGENT (Based on agents available for investigation)	INCLUDING COMPLETIONS BY CORRESPONDENTS	15.2	10.7	13.5	-	20.6	15.9	9.6	16.3	20.1
	EXCLUDING COMPLETIONS BY CORRESPONDENTS	13.6	10.7	13.5	-	17.2	15.7	8.9	13.1	16.5
PENDING PER AGENT (Based on average agents on support in previous year)	INCLUDING PENDING BY CORRESPONDENTS	21.9	14.8	12.9	-	40.7	19.1	11.9	27.3	26.4
	EXCLUDING PENDING BY CORRESPONDENTS	18.5	14.8	12.9	-	37.4	18.5	11.0	24.2	21.3

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OPERATIONAL SUPPORT MANHOURS	TOTAL									AGENT EQUIV.
A. COVERT SITES	8	-	-	-	-	-	-	-	8	
B. COVER SUPPORT	33	8	-	-	-	-	7	-	18	
C. CUSTODIAL	14	-	-	-	-	-	-	-	14	
D. ESCORT	62	15	-	-	-	-	-	-	47	
E. LETTER DROPS	1148	87	125	-	101	178	239	76	342	
F. SPECIAL INQUIRY	10	-	-	-	-	4	-	-	6	
G. SPECIAL PROJECTS	16	-	-	-	-	-	-	-	16	
H. SURVEILLANCES	267	-	-	-	-	-	-	-	267	
I. MISCELLANEOUS	328	9	16	-	59	36	34	40	134	
TOTAL	1886	119	141	-	160	218	280	116	852	
AGENT EQUIVALENT (200 hrs = 1 Agt; DFO-250)	9.5	.6	.7	-	.8	1.1	1.4	.6	4.3	X
PENDING LETTER DROPS Support Assgmts. Closed	80	11	1	-	6	7	15	5	35	

STATUS OF NAME CHECKS

PENDING BOM	1884	-	42	-	-	-	-	3	1839	X
RECEIVED	5802	-	133	-	-	-	-	11	5658	
COMPLETED	6057	-	131	-	-	-	-	8	5918	
PENDING EOM	1629	-	44	-	-	-	-	6	1579	

CONTRACT PERSONNEL

NUMBER UNDER CONTRACT	CORRESP.	1	-	-	6	2	2	12	15	X
	STENO.	1	2	-	2	6	4	3	6	
\$12,175 COMPENSATION PAID \$4,436.20 /	CORRESP.	525	-	-	1200	100	1100	2150	7100	
	STENO.	-	522.95	-	375.15	972.05	574.30	104.90	1886.85	

DICTIONATION AND TYPING BACKLOG AS OF
(Cases closed 90 days or more)

NOT DICTATED	803	174	28	-	70	133	78	82	238	X
DICTATED BUT NOT TYPED	1715	4	103	-	172	26	208	694	508	

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AGTD MONTHLY REPORT
As of 31 July 1977

I. Status of Positions and Personnel: (projected to 30 September 1977)

STATINTL

	<u>POSITIONS</u>		<u>PERSONNEL</u>	
	<u>Current</u>	<u>Projected</u>	<u>Current</u>	<u>Projected</u>
Professional				
Clerical				
TOTAL				

II. Non-ceiling Personnel:

	<u>PERSONNEL</u>
One-Year Full Time	6 (plus 9 in process)
Part Time (contract and appointed)	43 (plus 15 in process)
Confidential Correspondents	39
Contract Stenographers	25

III. Recap for period 1-31 July 1977:

EOD's: Professional	- 1
Clerical	7
TOTAL	<u>8</u>

SEPARATIONS: Professional	- 2
Clerical	5
TOTAL	<u>7</u>

IV. Projected professional headroom (through 30 September 1977)

GS	<u>15</u>	<u>14</u>	<u>13</u>	<u>12</u>	<u>11</u>	<u>10</u>	<u>09</u>	<u>08</u>	<u>07</u>
	1	3	4	33	38	16	22	5	-7

*Includes three non-professionals serving in professional positions and 14 additional EOD's (four have EOD'd).

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V. Training Activities

	<u>July 1977</u>	<u>YTD</u>
EOD Briefings	3	38
Miscellaneous Briefings	0	6
External Training Enrollments by OS Personnel	0	33
Enrollments in OS Training Courses	2	126
Enrollments in Agency Training Courses by OS Personnel	17	243

STATINTL

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3 August 1977

MONTHLY HIGHLIGHTS REPORT
Special Security Center
July 1977

(U) 1. The Compartmented Information Branch (CIB) during July deleted 1,813 names from the SPECLE Computer and added 2,445 names bringing the total number of names in SPECLE II to 116,846 on record at the end of July 1977. There were 1,901 cable actions conducted by CIB personnel. Thirty-three hardcopy computer reports and seven microfiche were supplied to various Intelligence Community customers during July.

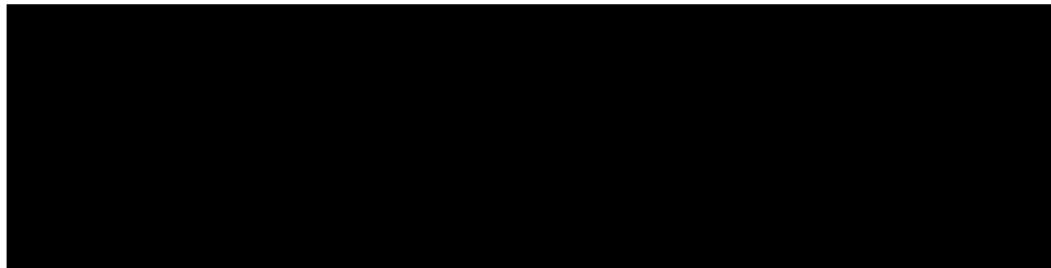
(S) 2. Two Hundred Sixty-Two briefings were given to 140 CIA employees. In addition, 136 briefings were presented to 55 non-CIA personnel, as follows:

<u>U.S. Government Agencies</u>	<u>People</u>	<u>Briefings</u>
USDA	2	3
WH/OTP	1	1
USIA	2	6
Justice	8	18
White House	2	6
WH/OMB	5	17
WH/NSC	9	17
IOB	1	2
Air Force	1	2
Commerce	3	10
Interior	2	4
NRC	3	5
FAA	1	1
IC	3	10
Labor	1	1
SSCI	6	18

E2 IMPDET
CL BY: 063491

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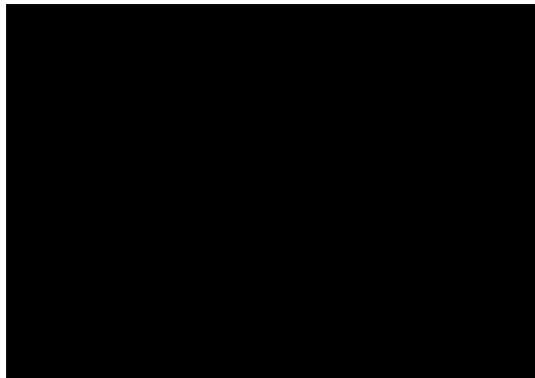
(U) 3. Six Agency personnel were accredited as Emergency Codeword Couriers.

(S) 4. During July, action affecting the SCI accreditation of the following organizations were processed: (S)

a. CIA

General Printing Plant
Headquarters Building

25X1A



b.

c. Other NFIB Members

Naval Station
Subic Bay, Phillipines

Naval Amphibious Base
Coronado, Ca.

U.S. Army Garrison Yongsan
Seoul, Korea

Shaw Air Force Base
Sumter, S. C.

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c. Other NFIB Members (Continued)

CNO Intelligence Plot
The Pentagon Bldg.
Arlington, Va.

Naval Research Lab
Washington, D. C.

Principal Deputy, DRR&E/DOD
The Pentagon Bldg.
Arlington, Va.

Department of the Treasury
Washington, D. C.

Community Headquarters Building
Washington, D. C.

Office of the Secretary of Defense
The Pentagon Bldg.
Arlington, Va.

Commander Third Fleet
Pearl Harbor, Hawaii

d. Contractors of other NFIB Members:

The Calspan Corporation
Buffalo, New York

GTE, Sylvania
Needham, Mass.

The Mitre Corporation
Bedford, Mass.

e. Non-NFIB Agencies:

Dwight D. Eisenhower Library
Abilene, Kansas

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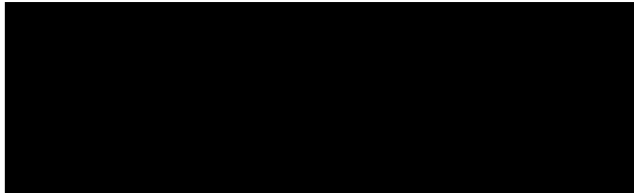
e. Non-NFIB Agencies (Continued)

National Archives
Washington, D. C.

President's Foreign Intelligence Board
Washington, D. C.

Department of Interior
Washington, D. C.

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Chief
Special Security Center

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2 August 1977

STATINTL

MEMORANDUM FOR: Deputy Director of Security (P&M)
FROM: 
Chief, Security Records Division
SUBJECT: SRD Productivity Data

Attached is a copy to the SRD Statistical Report -
FY 1977, covering the period through July 1977.

STATINTL 

Att

cc: C/PPG

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SECURITY RECORDS DIVISION - CASE PROCESSING FY-1977				
	PENDING BEGINNING OF MONTH	RECEIVED	PROCESSED	PENDING END OF MONTH
OCTOBER	210	2758	2862	106
NOVEMBER	106	3108	3090	124
DECEMBER	124	2701	2804	21
JANUARY	21	2960	2719	262
FEBRUARY	262	3094	3227	129
MARCH	129	2172	2209	92
APRIL	92	2176	2148	120
MAY	120	2106	2144	82
JUNE	82	2221	2214	89
JULY	89	2149	2134	104
AUGUST				
SEPTEMBER				
TOTAL				

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SECURITY RECORDS DIVISION - COMMUNICATIONS ACTIVITIES											FISCAL YEAR - 1977	
	TELETYPE MESSAGES			DISPATCHES			CABLES				MANIFESTS	
	RECEIVED	TRANSMITTED	TOTAL	INCOMING	OUTGOING	TOTAL	INCOMING	OUTGOING	NON-AGENCY	TOTAL	INCOMING ITEMS	OUTGOING ITEMS
OCT.	1114	504	1618	64	32	96	788	322	956	2066	380	1679
NOV.	1255	510	1765	65	26	91	864	402	987	2253	461	2049
DEC.	1268	449	1717	55	25	80	872	326	947	2145	342	1687
JAN.	1235	482	1717	60	31	91	845	343	1105	2293	404	1520
FEB.	1384	463	1847	68	35	103	850	378	1063	2291	399	1837
MAR.	1795	564	2359	61	45	106	845	360	1825	3030	497	1987
APR.	1141	543	1684	66	36	102	747	365	1276	2388	411	1890
MAY	1118	540	1658	58	55	113	961	363	1097	2421	438	1862
JUN.	1287	471	1758	67	37	104	774	322	972	2068	454	1743
JUL.	1157	468	1625	68	13	81	761	291	1115	2167	407	1562
AUG.												
SEP.												
TOTAL												

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SECURITY RECORDS DIVISION - INDICES ACTIVITIES						FISCAL YEAR - 1977			
	PRIORITY REQUESTS	SCOPE SEARCHES	NAMES MANUALLY SEARCHED	NAMES CHANGED	SECURITY DOCUMENTS NUMBERED	CARDS PURGED	CARDS TYPED	CARDS FILED	TOTAL SANCA RECORDS
OCT.	845	7546	365	44	1394	214	657	2869	1,890,328
NOV.	1229	4471	1143	25	1188	337	1003	3255	1,892,703
DEC.	799	3132	618	30	781	198	461	2397	1,894,354
JAN.	877	3589	345	17	789	222	702	2489	1,896,192
FEB.	872	3183	376	17	1052	335	727	2966	1,898,006
MAR.	1017	4714	548	26	1395	372	862	3292	1,900,469
APR.	1023	3472	1086	36	871	788	859	4311	1,901,998
MAY	933	3980	552	37	1307	374	609	3260	1,903,700
JUN.	951	4797	1446	31	742	468	765	2929	1,905,566
JUL.	961	3705	565	29	497	160	338	2878	1,907,252
AUG.									
SEP.									
TOTAL									

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SECURITY RECORDS DIVISION - FILING ACTIVITIES								FISCAL YEAR - 1977	
	FILES REQUESTED	FILES PULLED	FOLDERS FILED	FILES RECHARGED	DELINQUENT FILES	DOCUMENTS FILED	UNFILED DOCUMENTS		
OCT.	15258	13461	15201	5010	41	7032	1500		
NOV.	12810	11359	15417	4319	40	5567	1500		
DEC.	10632	9353	15582	3067	564	6384	500		
JAN.	11378	11129	17625	5527	570	1867	3500		
FEB.	15454	12602	15972	6396	127	9946	2000		
MAR.	15484	14666	19942	3814	85	10859	1500		
APR.	12779	11239	13074	3021	520	6310	2500		
MAY	11858	10277	12184	6692	225	6321	3000		
JUN.	11125	9279	12119	4094	167	10300	1500		
JUL.	14737	13346	15251	3232	119	8439	1000		
AUG.									
SEP.									
TOTAL									

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SECURITY RECORDS DIVISION - SYSTEMS SUPPORT BRANCH								FISCAL YEAR - 1977				
	NAME SEARCHES	SEARCHES OF NAMES FROM CASES	SANCA "HITS"	UPDATE TRANSACTIONS	OSCCAR TRANSACTIONS	MISC KEY PUNCH ACTIVITY	TERMINAL "DOWN" TIME	DODCI REQUESTS SENT	NACC REQUESTS RECEIVED	NACC NO RECORDS SENT	DODCI REPLY CARDS RECEIVED	
OCT.	8557	14602	19506	2906	14889	2249	6H20M	1758	1260	1438	2197	
NOV.	6960	14434	17620	3837	16653	3066	10H15M	1791	1008	652	2665	
DEC.	6070	12086	13920	2715	14835	4111	28H25M	2066	1076	1303	2105	
JAN.	8216	14430	18646	2880	12978	8520	4H55M	1317	1230	743	1744	
FEB.	7932	12951	20883	3325	15260	2023	3H05M	1817	1668	1314	2020	
MAR.	12036	15088	23841	3718	14752	7019	30H	2111	2818	2172	2232	
APR.	8344	12748	18036	4915	6130	5180	18H	2166	840	456	2013	
MAY	12558	13318	58596	3685	0	10769	1H50M	1706	1766	1594	2251	
JUN.	6826	14132	14709	3562	0	2546	13H02M	2084	2328	1296	1202	
JUL.	6776	11919	13288	3335	CAPER 970	9156	23H20M	1861	2240	1672	1804	
AUG.												
SEP.												
TOTAL												

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SECURITY RECORDS DIVISION - RELEASE OF PERSONNEL SECURITY INFORMATION FISCAL YEAR - 1977										
	REQUESTS FROM OTHER AGENCIES				PERSONNEL SECURITY POSITIVE RELEASES				ACCREDITED AGENTS	AGENCIES REPRESENTED
	PENDING BEGINNING OF MONTH	RECEIVED	COMPLETED	PENDING END OF MONTH	CASES REVIEWED BY AGENTS	FILES SUBMITTED FOR COORDINATION	SECURITY RESPONSES	DDO/ISG RESPONSES		
OCT.	135	3014	3006	143	198	14	191	30	319	54
NOV.	143	2603	2617	129	211	16	220	30	320	54
DEC.	129	3006	2977	158	167	32	191	26	307	55
JAN.	158	2549	2332	375	223	16	184	28	325	55
FEB.	375	4269	4247	397	190	29	302	27	323	54
MAR.	397	4866	4841	422	324	33	341	43	321	54
APR.	422	3335	3163	594	279	43	282	25	323	55
MAY	594	3718	3830	482	266	34	254	17	322	55
JUN.	482	3713	3404	791	313	28	292	21	321	55
JUL.	791	3428	3566	653	267	37	255	18	331	55
AUG.										
SEP.										
TOTAL										

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SECURITY RECORDS DIVISION - ANALYSIS ACTIVITIES						FISCAL YEAR 1977		
SECURITY CASES REVIEWED						PURGE ACTIVITY		
	PENDING BEGINNING OF MONTH	CASES RECEIVED	CASES ANALYZED	PENDING END OF MONTH	SUMMARIES PREPARED	FILES SELECTED FOR PARTIAL PURGING	FILES SELECTED FOR TOTAL PURGING	TOTAL FILES REVIEWED
OCT.	32	645	655	22	179	21	648	3082
NOV.	22	720	723	19	221	13	182	935
DEC.	19	576	570	25	177	3	417	1038
JAN.	25	560	549	36	131	18	862	1850
FEB.	36	663	678	21	197	14	297	1517
MAR.	21	722	719	24	213	7	206	1915
APR.	24	636	648	12	206	62	199	1677
MAY	12	648	653	7	157	75	493	1459
JUN.	7	624	621	10	169	31	1378	4898
JUL.	10	568	572	6	239	48	4293	14587
AUG.								
SEP.								
TOTAL								

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SECURITY RECORDS DIVISION - MICROFICHE & RETIREMENT ACTIVITIES FISCAL YEAR - 1977										
	FILES SELECTED FOR TOTAL PURGING	FILES RETURNED TO SHELVES	FILES SELECTED FOR MICROFICHING	TOTAL FILES REVIEWED	PAGES MICROFICHED	FILES MICROFICHED	TOTAL FILES ON MICROFICHE	RETIRED FILES IN RECORDS CENTER	FILES RECALLED FROM RECORDS CENTER	FILES REACTIVATED FROM RECORDS CENTER
OCT.	25	680	579	1284	30973	650	82,365	248,723	160	30
NOV.	31	792	750	1573	40838	704	82,998	248,679	243	44
DEC.	0	560	607	1167	28948	538	83590	248,621	414	58
JAN.	5	600	527	1102	27020	545	84041	248,573	360	48
FEB.	12	546	585	1143	28896	660	84586	248,528	217	45
MAR.	15	1038	952	2005	38985	795	85395	248,453	384	75
APR.	10	692	783	1485	40656	729	86254	248,408	221	45
MAY	8	576	725	1309	40035	603	86794	248,370	201	38
JUN.	12	862	735	1609	34986	620	87303	248,350	202	20
JUL.	9	685	664	1349	28529	699	88033	248,260	264	90
AUG.										
SEP.										
TOTAL										

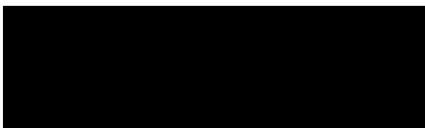
2 August 1977

25X1A

MEMORANDUM FOR: Policy and Plans Group
FROM : 
Chief, Information Review Group
SUBJECT : Status Report

During the month of July, the Information Review Group received 204 Privacy Act cases and closed 269. Pending at the end of the month was 107. During the same period, we received 14 Freedom of Information Act cases and closed 13. Pending FOIA at the end of the month was 29.

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INFORMATION SYSTEMS SECURITY GROUP

SIGNIFICANT ITEMS

JULY 1977

1. Approved fifteen requests for the installation and/or relocation of CRT remote terminals, TI printers or computer related peripheral equipment.

2. Coordinated with the four (4) Agency components currently conducting Top Secret inventories regarding their progress on this endeavor. Also made preparation to begin inventory of the DDA's Top Secret material in August 1977.

3. Received notice from the Department of the Army (DA) regarding the closeout of the Southeast Asia Treaty Organization (SEATO) as of 30 June 1977 and initiated appropriate action within the Agency to return all SEATO documents to the Department of the Army. Prior to this action, a complete inventory of SEATO Top Secret documents was accomplished.

4. One individual from ISSG was temporarily assigned to provide assistance to the ODP Security Officer.

5. Provided security support to the Architect and Design Staff/OL regarding the reconfiguration of the remote terminal training area in the Office of Training located at the Chamber of Commerce Building.

6. Two (2) newly assigned officers to ISSG attended courses sponsored by ODP in EDP Orientation and Data Processing Concepts. This training was for a total of five (5) days.

7. Initiated a complete security review of the Agency's Credit Union computer operation. The review was not completed by the end of the reporting period.

8. A summer employee assigned to ISSG continued to assist in the area of Top Secret Control by reviewing numerous accountability documents.

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STATINTL

9. The Chief, Information Systems Security Group participated in a NFIB/SECOM Computer Security Subcommittee meeting held at the [REDACTED]

10. Members of ISSG attended the fifth meeting of the ODP/OS Joint Working Group. A significant item on the agenda was the reconfiguration/relocation of the GC-03 point.

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