

SECRET

Executive Registry

70-1130

21 February 1970

REFERENCE

MEMORANDUM FOR: Director of Security

SUBJECT : Polygraph Program

1. The use of the polygraph by the Central Intelligence Agency shall be governed by the provisions of this memorandum. You are hereby directed to take the necessary action to insure implementation.
2. The Director of Security shall be responsible for the supervision and training of polygraph examiners and for the conduct of the polygraph program of the Central Intelligence Agency. He shall insure that the highest standards of operating procedures and equipment capability are established and maintained.
3. The polygraph will be used in the Central Intelligence Agency as an aid to investigation for determining the security eligibility of persons for employment by or assignment to the Agency; security clearance by the Agency; staff-like access to sensitive Agency installations; utilization in operational situations; or continued access to classified information where implications of a security nature or investigative information require clarifying security interviews.
4. The polygraph will not be used in the Central Intelligence Agency on official or administrative matters involving possible malfeasance, or for the sole purpose of determining violations of the criminal laws of any country.

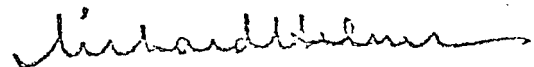
SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

5. If a polygraph examination involves a question pertaining to the violation of a criminal law, the individual shall be informed of his privilege against self-incrimination and his right to consult with legal counsel or other professional assistance prior to the examination. Notification of such rights will be formally recorded.

6. The Director of Security shall establish adequate safeguards designed to prevent unwarranted invasion of privacy. Each applicant for employment will be notified, at the time he is given application forms, of the intent to use a polygraph examination in the course of his employment processing. Before a person undergoes a polygraph examination, his consent should be obtained in writing. He should be told, before testing, the general content of all questions which will be asked. He will also be briefed on testing procedures. All questions must have specific relevance to the person being polygraphed and to the purpose of that particular test. Upon inquiry, he should be told if the polygraph examination is being monitored or recorded.

7. The Director of Security shall maintain separate files for information obtained during polygraph examinations. He shall release such information only to appropriate Agency officials when it has a direct bearing on a decision to be made by that official. He shall release polygraph acquired information outside the Agency only after he has made a determination, which is concurred in by the Director or Deputy Director of Central Intelligence, that such a release is necessary in the interest of national security.



Richard Helms
Director

Central Intelligence Agency
Washington, D.C. 20505

30 September 1982

Executive Director

NOTE FOR THE A/DCI

- A basic issue, of course, is what "for lead purposes only" (pg. 2) means to the recipient and how it is handled. Bill noted somewhere that the FBI and Secret Service records are good; Air Force/OSI was the bad actor in [redacted] case.
- In intelligence dissemination, the NFIB member is responsible for control and proper use of distributed classified reports. The same has to be true among investigative agencies.
- Since humans are involved, there will be glitches -- I think AF/OSI's immediate leap to a damage assessment was one such.
- The OS release policy, handled on a case-by-case basis, subject to 7th floor approval, is basically sound. Periodic policing and re-education is required.

[redacted]
Charles A. Briggs

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Release of Polygraph-Derived Information

DD/A Registry

82-2315/1

FROM:

William R. Kotapish
Director of Security
4E-60, Hdqs.

EXTENSION

NO.

OSA 2189/A-82

DATE

23 SEP 1982

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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.	TO:	DATE		OFFICER'S INITIALS
		RECEIVED	FORWARDED	
1.	ADDA 7D-24, Hdqs.		24 SEP 1982	<i>[Signature]</i>
2.	<i>[Signature]</i> ExDir 7E-12, Hdqs.	30 Sep		<i>[Signature]</i>
3.	DDCI 7E-12, Hdqs.	06 OCT 1982		✓
4.				
5.				
6.				
7.				
8.	<i>[Signature]</i> ExDir			
9.	D/Security 4E-60, Hdqs.			
10.				
11.				
12.				
13.				
14.				
15.				

The attached memorandum, prepared at the request of the Executive Director, clarifies for the DDCI the existing policies concerning the release of polygraph-derived information. The memorandum also requests the approval of the DDCI to continue these policies.

[Redacted Signature Box]

[Signature] William R. Kotapish

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8/19: DDCI has no problem w/ passing of poly-derived info. He remains uneasy about the "life-style" etc. info & will continue to consider those cases carefully on a case by case basis.

[Redacted Signature Box]

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[Handwritten] 5/109

