

5 November 1952

AGREEMENT BETWEEN THE DEPARTMENT OF STATE AND THE CIA FOR STATE
SERVICING OF CIA BIOGRAPHIC REQUESTS ON POLITICAL PERSONALITIES

1. State/BI agrees to provide, except as indicated in paragraph 3, complete biographic service to CIA on foreign political, sociological, and cultural personalities, hereinafter referred to as "political" personalities.
2. CIA/RR will discontinue the processing of biographic information and preparation of reports, other than provision of machine listings, in the political field.
3. CIA/BR will continue to maintain machine records on political personalities and to service all requests for rapid sorting and reproduction of data by category or multiple categories.
4. State/BI agrees to provide daily to CIA/OCD for machine records maintenance all new or revised category data processed from all incoming biographic reports. Such information, which will be made available on the prescribed form, and in accordance with present CIA procedures and instructions regarding machine maintenance, will include the following categories: name, variants, organizational affiliation, location, occupation, nationality, political affiliation, etc.
5. State/BI agrees to provide prompt servicing of all CIA requests and to assure special priority handling at all times of urgent CIA requirements. To this end, State/BI agrees to establish a separate and distinct system for controlling the servicing of CIA requests.
6. CIA requests, other than for machine listings, for biographic information on political figures shall be placed directly with State/BI by the requesting office. State/BI will furnish CIA offices with directories arranged alphabetically by country indicating analyst in charge, telephone extension, and room number.
7. State/BI agrees to provide direct access to its biographic files as required by CIA personnel and to loan specific files to CIA in emergency cases and for short periods.
8. CIA/OCD will review its current files and make provision, in collaboration with State/BI and interested CIA offices, for phasing the transfer of appropriate materials to State/BI. All data classified "CIA Internal Use Only" shall be retained by CIA/OCD and a cross-reference by name and document reference made available to State/BI for noting in answering CIA requests.

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9. CIA agrees to make funds available to State/BI, in accordance with Section 6(a), Public Law 110, computed on the basis of the additional costs incurred by State in servicing CIA requests. The initial transfer shall be estimated on the basis of current workload experience trends in CIA/BR. Future transfers shall be increased or decreased as mutually agreed upon based upon a projection of current trends in the number of CIA requests being serviced by State/BI. Allowances shall also be made for any added costs incurred by State/BI in furnishing data required for machine maintenance by CIA as outlined in paragraph 4 above.

10. To assure continuity of servicing of CIA requests during the transition, it is agreed that upon approval by both parties this agreement will be effectuated as follows:

a. State/BI will begin the recruitment and clearance of the additional personnel required to service CIA requests;

b. CIA/BR will discontinue the processing of biographic information and, pending staffing by State/BI, will answer requests from State/BI files;

c. CIA/BR, on an interim basis, and pending staffing by State/BI, will detail sufficient personnel to State/BI to initiate referral of category data to CIA/OCD for machine maintenance.

11. State agrees to make every effort to complete its staffing and assume full responsibility for servicing CIA requirements by not later than 1 July 1953.

/s/ Loftus E. Becker

Loftus E. Becker
Deputy Director (Intelligence)
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W. Park Armstrong, Jr.
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Approved subject to specific approval
by the Bureau of the Budget of the finan-
cial support by CIA as set forth in para-
graph 9.

/s/ Lawrence R. Houston

Lawrence R. Houston
General Counsel
Central Intelligence Agency

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