

25 March 1981

NFAC/1228-81

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MEMORANDUM FOR: Deputy Director, National Foreign Assessment Center

THROUGH: Chief, NFAC/PME Administrative Group

FROM: James P. Lynch  
Director of Geographic and Societal Research

SUBJECT: Relocation of the NFAC/OGSR Map Library

1. Subsequent to our earlier discussions regarding the relocation of the Map Library, I would like to convey two options for your consideration.

2. The first option would be to move all MLD personnel presently located in Building [ ] and the foreign map loan collection into the 10,000 square feet presently unfinished under the Printing and Photography Division (P&PD). The remaining 4500-6000 square feet required for the CIA/DMA collection would be located at a remote site. This option offers the following advantages:

a. Enhanced MLD/NFAC coordination of intelligence map requirements through personal contact with NFAC analysts, DDO Operations Officers, and the Collection Requirements and Evaluation Staff.

b. Closer contact would also result in greater dialog with NFAC production offices and more integrative use of foreign thematic maps in the intelligence production process.

c. The co-location would allow quick access to P&PD's quality reproduction facilities. These facilities will allow MLD to make copies of maps acquired by DDO from sensitive sources. Perhaps, more importantly, it would permit MLD to provide more timely map support to Agency components in the field.

d. A final consideration would be improved employee morale through access to Headquarters services.

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STAT The disadvantages result primarily from a split operation. Some 4500-6000 square feet at a remote site will be required for storage of the CIA/DMA distribution collection. MLD requires one-day service for items brought from this site. The Records Center at [ ] would be a prime consideration if a host-tenant agreement could be accomplished. Generally we feel the inefficiencies of a split operation could be dealt with as a matter of function as they develop.

STAT 3. The second option would be to relocate the Map Library Division to [ ] This option offers the following advantages:

a. There is sufficient space available to permit a consolidated operation under one roof, up to 25,000 square feet per floor.

b. The construction/planning mode at [ ] would permit MLD to acquire additional space needed to enhance safety and improve the working environment. The present facility requires 16,000 square feet with map cases stacked six high. This creates a heavy weight load requirement, and more importantly, causes MLD personnel, as well as map researchers from other government agencies, to file, retrieve and examine maps working from ladders at heights approximating five feet. Although this has been an accepted MLD practice for many years, other U.S. Government map facilities such as the U.S. Geological Survey and the Library of Congress only stack map cases four high, primarily as a factor of personal safety. Although we do not wish to belabor this point, should adequate space permit, we would like to reduce stacks to four high to afford MLD personnel an improved work environment.

c. Co-location with NPIC and OIA, both major consumers of intelligence maps, would afford closer coordination with these analysts and permit more extensive use of the foreign map loan collection.

d. The presence of the Map Library in [ ] would probably result in a savings of one to three NPIC positions as NPIC would no longer require a separate map facility.

e. Access to Credit Union facilities, Office of Finance Disbursing facilities, and physical fitness facilities as well as many employee programs such as the Guest Speaker, training and Job fairs would greatly improve employee awareness and morale.

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STAT f. Relocation to [ ] would represent an enhanced secure voice capability as it is almost certain that [ ] could not be economically included in any program to upgrade the Central Intelligence Secure Voice Network.

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g. As compared to [redacted] represents an improved facility reflecting the efforts of on-site Agency/DDA personnel. This improved work environment will be enhanced if NPIC efforts to contract housekeeping support now provided by GSA are successful. Chief, Support Staff, NPIC is optimistic that such contracting can be achieved, given that the Regional GSA office has endorsed this proposal.

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h. Return [redacted] space to GSA.

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4. All of these advantages should serve to promote a feeling of organizational identity among MLD personnel, an important management consideration, given the feeling of isolation and the lack of organizational services presently available to this component.

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[redacted]  
James P. Lynch