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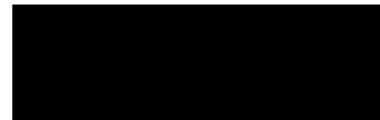
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IAC-D-54/3  
30 April 1957

INTELLIGENCE ADVISORY COMMITTEE

Interagency Source Register

Attached is a communication from the Chairman, Interagency Priorities Committee (IPC), enclosing a revised draft "Interagency Source Register Procedures." This matter will be placed on the agenda of an early IAC meeting for review and appropriate action with respect to the IPC's recommendation.



Secretary

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*Approved by IAC,  
14 May 1957  
(IAC-M-289, item 4)*

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S-E-C-R-E-T

Attachment to  
IAC-D-54/3  
18 April 1957

MEMORANDUM FOR: Chairman, Intelligence Advisory Committee


ATTENTION:  Secretary, IAC

SUBJECT: Interagency Source Register

1. Pursuant to the direction of the Intelligence Advisory Committee (IAC) at its meeting of 15 January 1957, the Interagency Clandestine Collection Priorities Committee (IPC) has reviewed a draft proposal for establishing an interagency source register (IAC-D-54/2, 4 January 1957) and approved the attached revised draft on 18 April 1957.

2. The IPC recommends that IAC consider and approve the "Interagency Source Register Procedures", as outlined in the attached draft.

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Chairman  
Interagency Priorities Committee

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D R A F T

S-E-C-R-E-T

Attachment to  
IAC-D-54/3  
18 April 1957

INTERAGENCY SOURCE REGISTER PROCEDURES

PURPOSE

1. The purpose of the Interagency Source Register (ISR) is to provide a centralized file of clandestine sources in order to preclude multiple recruitment of sources and to facilitate the elimination of Paper Mills and Fabricators. ISR will not be considered a replacement for the already established uniform name checking arrangements.

PARTICIPATING AGENCIES

2. The IPC recommends the following as participating agencies, however, all IAC agencies may avail themselves of ISR facilities:

- a. Office of the Special Assistant for Intelligence,  
Department of State
- b. Office of the Assistant Chief of Staff, Intelligence,  
Department of Army
- c. Directorate of Intelligence,  
Department of Air Force
- d. Office of Naval Intelligence,  
Department of Navy
- e. Central Intelligence Agency

RESPONSIBILITY

3. CIA\* will be responsible for the staffing and maintenance of ISR. Source Register data submitted by the participating agencies will not be transmitted to the field or to other participating agencies through CIA channels without the prior approval of the agency concerned.

NOTE\* Unless otherwise indicated, reference to CIA in this paper refers to the Deputy Director (Plans), Foreign Intelligence Staff, Records Integration Division.

The Interagency Clandestine Collection Priorities Committee (IPC) of the IAC shall assume the primary responsibility for overall supervision of ISR and is generally authorized to modify details of procedures outlined herein.

4. Participating agencies will provide ISR with the date of birth, place of birth, status (see Para. 9f) and the base country for sources in the following categories on a continual basis:

- a. Overseas clandestine sources of foreign intelligence information and their sub-sources.
- b. Alien sources who have resided in the United States less than two years prior to coming to the attention of the agency concerned.
- c. Foreign nationals whose disclosure of being affiliated with U.S. Intelligence could be detrimental to the policies of the United States as set forth in National Security Council directives.

5. In order to facilitate the establishment of ISR, each participating agency, as soon as possible, will submit the date of birth, place of birth, status and the base country on the categories of persons listed above on record in the respective agency as of the date these procedures are approved.

SOURCE DATA SUBMISSION

6. The Source Action Form (sample attached) or Machine Tabulating card will be completed for each submission to ISR as follows:

- a. Copies 1 and 2 will have all the data on the source and will be retained by the originating agency.

S-E-C-R-E-T

- b. Copies 3, 4 and 5 containing the date of birth, place of birth, base country, file code number, status, and service requested will be forwarded to ISR. Copy 3 will be returned to the respective agency as indicated in Section 9b.

7. Each agency will use a prefix on the file code number registered with and approved by the Source Register Officer. This is the only manner in which Source Register can identify the agency primarily interested in a source.

8. A new Source Action Form or Machine Tabulating card, having the previously recorded file code number, will be submitted as indicated in Section 9f, when a source has been dismissed.

PROCESSING OF SOURCE REGISTER INFORMATION

9. Upon receipt of the information covered in Section 6 above, Source Register will:

- a. Check the submission against the Interagency Source Register.
- b. Inform the originating agency immediately by telephone if the check is negative. Copy 3 of the Source Action Form will then be stamped "Recorded", dated and returned to the originating agency. This will be that agency's source registration certificate.
- c. When the check is negative, copy 5 of the Source action Form or Machine Tabulating card will also be stamped "Recorded" and dated. This copy will then be placed in the Source Register.

S-E-C-R-E-T

- d. When the check discloses that a source already registered has the same date and place of birth, Source Register will notify both agencies of the findings.
- e. It is the responsibility of the agencies concerned to resolve each conflict and advise Source Register in writing of the outcome, so that the proper corrections can be made in the Source Register.
- f. Participating agencies will also notify the Source Register when a source has been dropped and, whenever possible, the date and reason for discharge. The status code will be used as stated in paragraph 4 above (codes 1 and 2) and the remaining code numbers will be used to indicate the reason for discharge.

- (1) Active
- (2) Potential
- (3) Paper Mill and Fabricator
- (4) Security
- (5) Compromise
- (6) Ineptitude
- (7) Blackmarketing, smuggling, or other violation of law.
- (8) Without prejudice
- (9) Unknown
- (10) Deceased

10. The participating agencies will submit complete background data and a brief summary for discharging sources falling into categories 3 through 7 as indicated in 9f above.

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DETECTION AND CONTROL OF PAPER MILLS AND FABRICATORS

11. When a check indicates that a source has the same date and place of birth as a known or suspected Paper Mill or Fabricator, ISR, with the assistance of the agency in possession of relevant facts, will furnish all pertinent information to the agency which submitted the Source Action Form or Machine Tabulating card.

12. If, after reviewing this information, the requestor desires to utilize the services of the source in question, a new Source Action Form or Machine Tabulating card will then be submitted to indicate that the source is now active for the agency concerned.

13. When an agency has substantiated that a source is a Paper Mill or Fabricator, it will so advise ISR and furnish all pertinent data concerning the source as well as any information which tends to substantiate this suspicion.

14. When it has been determined that a source is a Paper Mill or Fabricator, a card with this notation will be placed in the ISR. If the danger exists that the source may continue to sell his spurious product, ISR will disseminate a report "burning" (denouncing) the source to United States Government agencies and to friendly foreign intelligence services, as a given case may require. ISR will coordinate the "burn" report with the other interagency members.

TO PROMOTE THE MOST EFFECTIVE USE OF SOURCES

15. Participating agencies will adopt their own internal procedures for eliminating unproductive sources, however, if a source produces information which is not of value to the agency controlling the source, but which is of value to another producing agency, mutual efforts will be made to effect the retention or transfer of the source.

S-E-C-R-E-T



FORM NO. 1015  
1 JUL 56

SOURCE ACTION

(2)

BIRTH DATE (Year-Month-Day) BIRTH PLACE (Country-City) FILE CODE

NAME (Last-First-Middle) TELECODE OPS COUNTRY

ADDRESS (Country-State-City-Street-Number) STATUS

IDENTIFYING CHARACTERISTICS ( Title  Alias  Nickname  Name Variation)

MARKS OTHER IDENTIFYING DATA

TYPE OF ACTION	DATE SUBMITTED	DATE REPLY	REPLY TYPE
SERVICE REQUEST			
REGISTRATION			
DROPPED			

REMARKS

ORIGINATOR'S COPY

FORM NO. 1015  
1 JUL 56

SOURCE ACTION

(2)

BIRTH DATE (Year-Month-Day) BIRTH PLACE (Country-City) FILE CODE

OPS COUNTRY

STATUS



TYPE OF ACTION	DATE SUBMITTED	DATE REPLY	REPLY TYPE
SERVICE REQUEST			
REGISTRATION			
DROPPED			

REMARKS

SOURCE CONTROL COPY

NOTICE TO TYPIST  
DETACH AFTER TYPING

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IAC-M-274  
15 January 1957

I N T E L L I G E N C E   A D V I S O R Y   C O M M I T T E E

Minutes of Meeting Held in  
IAC Conference Room, Administration Building  
Central Intelligence Agency, at 1045, 15 January 1957

Director of Central Intelligence  
Allen W. Dulles  
Presiding

M E M B E R S   P R E S E N T

- Mr. W. Park Armstrong, Jr., Special Assistant for Intelligence,  
Department of State
- Major General Robert A. Schow, Assistant Chief of Staff, Intelligence,  
Department of the Army
- Rear Admiral Laurence H. Frost, Director of Naval Intelligence,  
Department of the Navy
- Major General Millard Lewis, Director of Intelligence, Headquarters,  
United States Air Force
- Brigadier General Richard Collins, Deputy Director for Intelligence,  
The Joint Staff
- Mr. Harry S. Traynor, Atomic Energy Commission representative  
to the IAC
- Mr. Alan H. Belmont, Federal Bureau of Investigation representative  
to the IAC

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IAC-M-274  
15 January 1957

1. Approval of Minutes  
8 January Meeting  
(IAC-M-273)

Approved as written.

2. Watch Committee Report  
No. 336

- a. Noted.

- b. Mr. Dulles referred to his prior proposal regarding a review by the IAC as a body of crisis situations (IAC-M-273, 8 January 1957, item 5) and stated that he hoped to circulate a memorandum on this matter at an early date. In this connection, the Chairman and members noted, and exchanged views on, the situations in Poland (with particular reference to the probable impact of impending elections), Laos and Yemen.

3. Proposed Interagency Source  
Control Procedures  
(IAC-D-54/2, 4 January 1957)

- a. After opening comments by the Chairman, Mr. [REDACTED] outlined and exchanged views with the members on the nature and purpose of this proposal. During the course of the discussion, Mr. Belmont, Mr. Traynor and General Collins indicated that their respective agencies would not expect actively to participate in this project. General Lewis raised some questions regarding the draft procedure as circulated (IAC-D-54/2), particularly with respect to the accuracy of its title and the extent to which an attempt should be made to specify the action to be taken by individual agencies after a check of the register disclosed possible duplication or derogatory information regarding sources.

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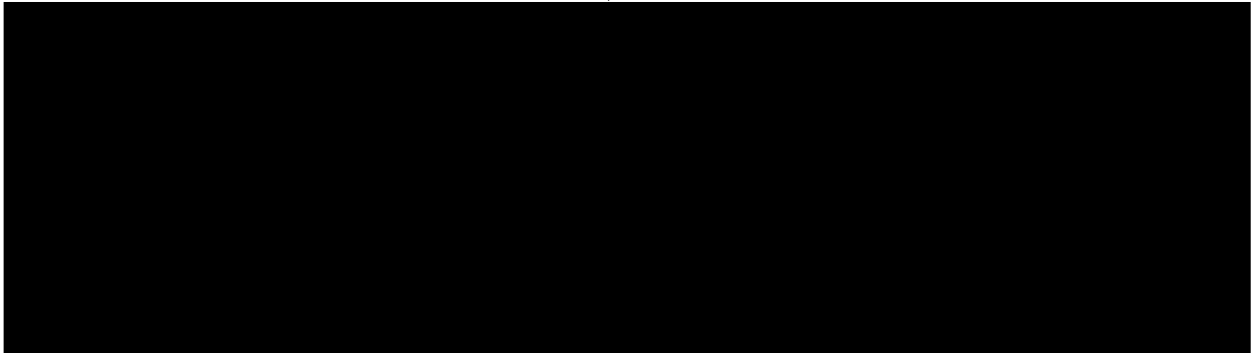
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Approved For Release 2002/01/24 : CIA-RDP85S00362R000400090001-7

IAC-M-274  
15 January 1957

b. The members agreed that the Interagency Clandestine Collection Priorities Committee (IPC) should review this matter, bearing in mind especially the comments by General Lewis, and prepare a draft procedure to be submitted to the IAC for further consideration.

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5. SNIE 11-6-57  
Soviet Gross Capabilities for  
Attack on the Continental US  
in Mid-1960

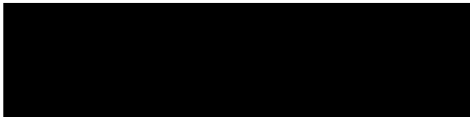
a. Approved as amended.

b. Noted the findings, and approved the action recommended in the post-mortem on this estimate.

6. Executive Session

At 1210 the Chairman requested an executive session. Following this discussion, the members at 1220 received a special briefing on another matter, which included reports by representatives of the Air Force and CIA, and by General Schow.

Adjournment: 1320



Secretary

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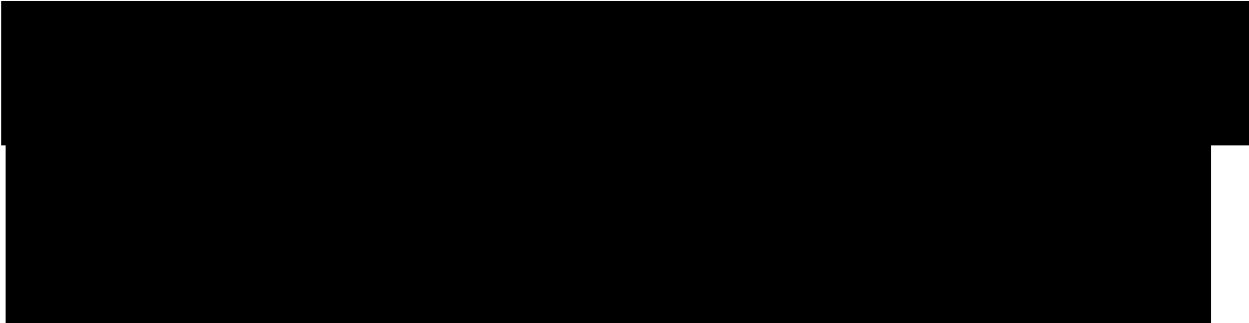
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IAC-M-274  
15 January 1957

SECRETARY'S NOTES

1. The attention of the members is invited to their decision on 16 October that the IAC Standing Committee on Exchanges should submit an additional oral report within three months on further activities by the Committee (IAC-M-260, item 4 b). However, the Chairman of that Committee advises that, because of subsequent policy decisions affecting the exchange program, the Committee's activities have been substantially in abeyance during the intervening period. Under these circumstances, unless specifically requested to do so by a member, the Chairman does not propose to give such an oral briefing at this time.

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IAC-D-54/2  
4 January 1957

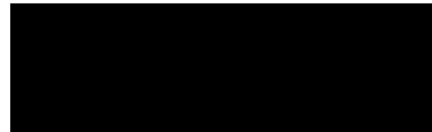
I N T E L L I G E N C E   A D V I S O R Y   C O M M I T T E E

Interagency Source Control Procedures

1. On 24 July 1952 the IAC approved (IAC-M-77) the recommendations of an IAC ad hoc subcommittee established to determine methods for negating the activities of Paper Mills and Fabricators and for devising interagency source control procedures (IAC-D-54, 2 July 1952). However, terms of reference for the establishment and operation of an interagency source control mechanism subsequently proposed (IAC-D-54/1, 26 February 1953) did not receive the approval of the IAC agencies.

2. CIA believes that it would now be desirable for the IAC agencies to review this matter generally and attempt to devise more satisfactory procedures for dealing with this problem. CIA therefore recommends that the IAC refer the attached draft (Attachment A) to the Interagency Clandestine Collection Priorities Committee (IPC), or an appropriate working group, for review and preparation of recommendations for submission to the IAC for final approval.

3. This matter will be placed on the agenda of an early IAC meeting for appropriate action.



Secretary

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Approved For Release 2002/01/24 : CIA-RDP85S00362R000400090001-7

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Attachment to  
IAC-D-54/2  
4 January 1957  
DRAFT

## INTERAGENCY SOURCE CONTROL PROCEDURES

### PURPOSE

1. The purpose of the Interagency Source Control Register will be to provide a centralized file in order to facilitate the elimination and a better control of Paper Mills and Fabricators, as well as to preclude multiple recruitment of sources.

### PARTICIPATING AGENCIES

2. The active participating agencies of the Interagency Source Control Register, as indicated in IAC-D-54, will be:

- a. Office of the Special Assistant for Intelligence, Department of State.
- b. Office of the Assistant Chief of Staff, Intelligence, Department of the Army.
- c. Directorate of Intelligence, Department of Air Force.
- d. Office of Naval Intelligence, Department of Navy.
- e. Central Intelligence Agency.

### RESPONSIBILITY

3. CIA\* will be responsible for the maintenance of the Interagency Source Control Register. Source Control data

NOTE\* Unless otherwise indicated, reference to CIA in this paper refers to the Deputy Director (Plans), Foreign Intelligence Staff, Records Integration Division.

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Attachment to  
IAC-D-54/2  
4 January 1957  
DRAFT

submitted by the other participating agencies will not be transmitted to the field through CIA channels without the written approval of the agency concerned. The Interagency Clandestine Collection Priorities Committee (IPC) of the IAC shall assume the primary responsibility for overall supervision of the Interagency Source Control Register and is generally authorized to modify details of the procedures outlined herein.

4. Participating agencies will provide the Interagency Source Control Register with the date of birth, place of birth and the operational base country for sources in the following categories on a continuous basis:

- a. Overseas clandestine sources of foreign intelligence information and their sub-sources.
- b. Alien sources who have resided in the United States less than two years prior to coming to the attention of the agency concerned.
- c. Foreign nationals whose disclosure of being affiliated with U.S. Intelligence could be detrimental to the policies of the United States as set forth in National Security Council directives.

5. In order to facilitate the establishment of the Interagency Source Control Register, each participating agency will

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Attachment to  
IAC-D-54/2  
4 January 1957  
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submit the date of birth, place of birth and the base country on the categories of persons listed above on record in the respective agency as of the date these procedures are approved.

SOURCE CONTROL DATA SUBMISSION

6. The Source Action Form (sample attached) will be completed for each submission to the Interagency Source Control Register as follows:

- a. Copies 1 and 2 will have all the data on the source and will be retained by the originating agency.
- b. Copies 3, 4 and 5 containing only the date of birth, place of birth, base country, file code numbers, and service requested, will be forwarded to the Interagency Source Control Register. Copy 3 will be returned to the respective agency as indicated in Section 9b.

7. Each agency will use a prefix on the file code number registered with and approved by the Source Control Officer. This is the only manner in which Source Control can identify the agency primarily interested in a source.

8. A new Source Action Form, having the previously recorded file code number, will be submitted as indicated in Section 9f, when a source has been dismissed.

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Attachment to  
IAC-D-54/2  
4 January 1957  
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PROCESSING OF SOURCE CONTROL INFORMATION

9. Upon receipt of the information covered in Section 6 above, Source Control will:

- a. Check the submission against the Inter-agency Source Control Register.
- b. Inform the originating agency immediately by telephone if the check is negative. Copy 3 of the Source Action Form will then be stamped "Recorded", dated and returned to the originating agency. This will be that agency's source registration certificate.
- c. When the check is negative, copy 5 of the Source Action Form will also be stamped "Recorded", and dated. This copy will then be placed in the Source Control Register.
- d. When the check discloses that a source already registered has the same date and place of birth, Source Control will notify both agencies of the findings.
- e. It is the responsibility of the agencies concerned to resolve each conflict and advise Source Control in writing of the outcome, so that the proper corrections can be made in the Source Control Register.

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Attachment to  
IAC-D-54/2  
4 January 1957  
DRAFT

f. Participating agencies will also notify Source Control when a source has been dropped and, whenever possible, the reason for dismissal and date of discharge. The following code will be used to indicate the reason for discharge:

- (1) Paper Mill Activities
- (2) Fabrications
- (3) Security
- (4) Compromise
- (5) Ineptitude
- (6) Blackmarketing, smuggling, or other violation of law.
- (7) Without Prejudice (this pertains to individuals who voluntarily separated themselves, who are dropped because of shortage of funds, whose services are no longer required or can no longer be utilized, etc.).
- (8) Unknown
- (9) Deceased

10. The participating agencies will submit complete background data and a brief summary for discharging sources falling into categories 1 through 6 as indicated in paragraph 9f above.

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Attachment to  
IAC-D-54/2  
4 January 1957  
DRAFT

DETECTION AND CONTROL OF PAPER MILLS AND FABRICATORS

11. When a check indicates that a source has the same date and place of birth as a known or suspected Paper Mill or Fabricator, CIA, with the assistance of any agency in possession of relevant facts, will furnish all pertinent information to the agency which submitted the Source Action Form. Further, CIA, after consultation with the agencies concerned, will submit a brief summary of this information to all other participating agencies.

12. Each agency will then take appropriate action to avoid further procurement of spurious information or unwitting future involvement with the source.

13. At any time a participating agency suspects a source of Paper Mill or Fabrication activities, it will so advise CIA and furnish all pertinent data concerning the source and any information which tends to substantiate this suspicion.

14. Upon such advise, or if a Source Control check results in suspicion, CIA, with the cooperation of the agency controlling or using the suspect source, will attempt to determine, by field investigation in appropriate cases, whether this suspicion can be substantiated or disapproved.

15. If, after discussions between CIA and the respective agency, it can be determined that the source is definitely

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Attachment to  
IAC-D-54/2  
4 January 1957  
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a suspect, Source Control will alert the other participating agencies.

16. When a source has been determined to be a Paper Mill, agent or fabricator through these or other procedures, files will be marked accordingly in the Interagency Source Control Register. If the danger exists that the source may continue to sell his spurious product, CIA will disseminate a report "burning" (denouncing) the source to United States Government Agencies and to friendly foreign intelligence services, as a given case may require. CIA will coordinate the "burn" report with the other interagency members. Interagency members will then take action within their agencies in accordance with paragraph 12 above.

TO PROMOTE THE MOST EFFECTIVE USE OF SOURCES

17. Participating agencies will adopt their own internal procedures for eliminating unproductive sources. However, if a source produces information which is not of value to the agency controlling the source, but which is of value to another producing agency, mutual efforts will be made to effect the retention or transfer of the source.

FORM NO. 1015  
1 JUL 58

SOURCE ACTION

(2)

BIRTH DATE (Year-Month-Day)	BIRTH PLACE (Country-City)	FILE CODE
NAME (Last-First-Middle)		TELECODE
ADDRESS (Country-State-City-Street-Number)		OPS COUNTRY

IDENTIFYING CHARACTERISTICS ( Title  Alias  Nickname  Name Variation)

MARKS		OTHER IDENTIFYING DATA	
TYPE OF ACTION	DATE SUBMITTED	DATE REPLY	REPLY TYPE
SERVICE REQUEST			
REGISTRATION			
DROPPED			

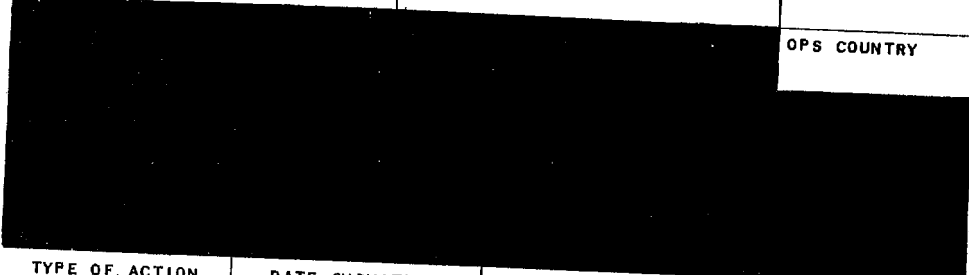
REMARKS.

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FORM NO. 1015  
1 JUL 58

SOURCE ACTION

(2)

BIRTH DATE (Year-Month-Day)	BIRTH PLACE (Country-City)	FILE CODE
		OPS COUNTRY

TYPE OF ACTION	DATE SUBMITTED	DATE REPLY	REPLY TYPE
SERVICE REQUEST			
REGISTRATION			
DROPPED			

REMARKS

SOURCE CONTROL COPY

NOTICE TO TYPIST  
DETACH AFTER TYPING

Approved For Release 2002/01/24 : CIA-RDP85S00362R000400090001-7

Approved For Release 2002/01/24 : CIA-RDP85S00362R000400090001-7

*File Copy*

S-E-C-R-E-T  
Security Informatio  
IAC-D-54/1  
26 February 1953

INTELLIGENCE ADVISORY COMMITTEE

INTERAGENCY SOURCE CONTROL

1. Pursuant to the directive contained in IAC-D-54 dated 2 July 1952 and adopted by the Intelligence Advisory Committee on 24 July 1952, a working group of IAC representatives has prepared and agreed to the "Terms of Reference" enclosed herewith for establishment and operation of an interagency source control mechanism.

2. These Terms of Reference are submitted for the approval of the members of the IAC and for their designation of a principal and alternate member to serve on the IAC source group. It would be appreciated if each agency would transmit in writing its concurrence and the designations to this Office by March 5.

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[Redacted]

Secretary

*23 May 1953*

*Upon inquiry by AF, I checked in status of this paper. DDIP reports the paper itself is dead although the issue itself is being much alive.*

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*See also files of [Redacted] Office (Office 7 assistant to Director for Planning & Coord.) which actively agency response at this kind. It was coordinated. Action was*

S-E-C-R-E-T  
IAC-D-54/1

26 February 1953

MAR 2 1953  
IAC



These Terms of Reference have been prepared and agreed to by the members of a working group of representatives of the participating agencies.

WORKING GROUP

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[REDACTED]	Chairman	Central Intelligence Agency
Mr. L. Douglas Heck		Department of State
Mr. Roy Tod		Office of the AC of S, G-2,
		U.S. Army
Mr. Jack Alberti		Office of Naval Intelligence,
		U.S. Navy
Mr. George Garrett		Directorate of Intelligence,
		U.S. Air Force
Mr. S. J. Papich		Federal Bureau of Investi-
		gation

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All meetings were attended also by Mr. [REDACTED] CIA, [REDACTED] CIA personnel who actually operate the "Source Register."

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[REDACTED] CIA, attended most meetings as observer and advisor.

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Security Information

MEMORANDUM: To accompany IACSR and IACSG terms of reference

SUBJECT : Explanation of changes of terminology

1. In the terms of reference for operation of the interagency source control mechanism directed to be established by IAC-D-54, several terms are employed which for the reasons stated below do not appear in the IAC directive.

a. "Intelligence Advisory Committee Source Register"  
(or "ISR")

This nomenclature is recommended to replace "Interagency Source Control Center" because

(1) "Intelligence Advisory Committee" is more definitive and authoritative than "Interagency."

(2) "Control" connotes and is used by the intelligence community to describe the recruitment, employment, direction, payment, and other operational management of sources. These functions are not assigned to the mechanism to be established by IAC-D-54.

(3) The word "Register" is not in current formal use by the intelligence community whereas "center", "Registry", etc., are. This change will prevent confusion with already named and operating establishments.

b. "Intelligence Advisory Committee Source Group"

This title is adopted to identify the personnel of the various agencies who are specifically designated and authorized to conduct source business.

c. "Drop Memorandum"

This term replaced "Burn Memorandum" since the word "burn" is used extensively in the intelligence community literally and specifically with regard to the destruction of documents and materiel.

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Security Information

INTELLIGENCE ADVISORY COMMITTEE SOURCE REGISTER

and

INTELLIGENCE ADVISORY COMMITTEE SOURCE GROUP

These terms of reference are adopted by the IAC member agencies as the basis for operation of a means of "interagency source control" and the discovery and elimination of "Paper Mills" and "Fabricators."

1. In accordance with the provisions of Sec. 102.(d)(3) of the National Security Act and of NSCID's 1., 5., and 11., the interagency mechanism for implementing and conducting the procedures directed by IAC-D-54 (Appendix 1), in order to assist in the detection and control of Paper Mills and Fabrication, to provide better evaluation of intelligence, and to promote the most effective use of intelligence sources, shall consist of an Intelligence Advisory Committee Source Register and an Intelligence Advisory Committee Source Group.

2. For the purpose of this directive, the following definitions are provided:

a. A clandestine overseas source is one whose identity cannot be revealed in the report which submits the information supplied by him.

b. Participating agencies are the Office of the Special Assistant for Intelligence of the Department of State, the Office of the Assistant Chief of Staff, G-2, of the Department of the Army, the Office of Naval Intelligence, the Directorate of Intelligence, U.S. Air Force, the Central Intelligence Agency, and the Federal Bureau of Investigation subject to the exception noted in IAC-D-54.

3. The Intelligence Advisory Committee Source Register (hereinafter referred to as the "Intelligence Source Register" or "ISR") shall be the central repository for essential identifying data concerning all of the clandestine overseas sources of foreign positive intelligence information used by participating agencies, and shall be assembled and maintained within the Headquarters of CIA by CIA personnel initially not exceeding four in number.

4. The Intelligence Advisory Committee Source Group (hereinafter referred to as the "Intelligence Source Group" or the "ISG") shall establish, within the provisions of IAC-D-54, policy and procedure for the conduct of the ISR and related activities, and shall be responsible for conduct of all activities relating to the ISR. The ISG shall consist of one principal and one alternate member appointed from each participating agency. These members shall be the only persons to whom ISR data will be disclosed.
5. The Chairman of the ISG shall be furnished initially from the membership representing the CIA, but shall then rotate among the members periodically.
6. Access to the physical location of the ISR shall be denied to all except the four persons designated in paragraph 3.
7. Data furnished by participating agencies for inclusion in the ISR shall be submitted on the agreed Data Form (Appendix 2) or equivalent, but only those portions so indicated in Appendix 2 need be completed for ISR purposes. These data, or any other pertinent information of sources, will not be disclosed to third parties without the consent of the submitting agency.
8. Upon receipt of the Data Form in the ISR, all pertinent CIA files will be searched and any source information resulting from this search, together with the information provided by the Data Form, will be filed in the ISR. Any pertinent information will be recorded on the blank space of the Form and the Form itself returned to the submitting agency. Similarly, if there is no unfavorable information and the source is not being used by another agency, the Form will be stamped "CLEAR" to so indicate.
9. If search of the ISR or pertinent CIA files discloses that a source is being used by more than one agency, or becomes "suspect" for whatever reason, the ISG members of the agencies concerned will meet for discussion of the case and determination of their courses of action.
10. Any intelligence source problem which cannot be resolved by the ISG members will be referred to the Chiefs of the Intelligence Agencies concerned.
11. When a source becomes "suspect" and investigation is indicated, this investigation will be conducted by the agency(ies) controlling the source. Other agencies, upon request, will cooperate and assist within their capabilities. The results of investigations and actions taken will be recorded in the ISR.

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12. The participating agencies may drop sources from time to time and for various reasons. When a field unit of an agency drops a source, its (Washington) headquarters shall be notified, and informed of the circumstances, in order that the ISR can record such action. However, if a field unit contemplates dropping a source without prejudice, other U.S. intelligence units in the local area shall first be provided with the opportunity of exploiting the source should they so desire. If a source produces information which is not of value to the (Washington) headquarters of the agency controlling him, but which is of value to another (Washington) participating agency, mutual efforts will be made by the ISG members, in coordination with appropriate field units, to effect his transfer or retention.

13. If a source is dropped because he has been determined to be a Paper Mill agent or a Fabricator of foreign positive intelligence, elimination of the source shall be effected by means of a "Drop Memorandum" (Appendix 3). These memoranda will be prepared by the controlling agency and disseminated by the ISR. Drop Memoranda will be classified and dissemination controlled as the originator desires; such desires to be submitted to the ISR with the Drop Memorandum. Drop Memoranda should also be accompanied by lists of all disseminated reports which were based on information supplied by the dropped sources. These lists should include the serial numbers of the reports, dates of publication, subject, and countries with which the reports deal.

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Appendix 1

IAC-M-77  
24 July 1952

INTELLIGENCE ADVISORY COMMITTEE

Minutes of Meeting held in Director's  
Conference Room, Administration Building  
Central Intelligence Agency, on 24 July 1952

Director of Central Intelligence  
General Walter Bedell Smith  
Presiding

MEMBERS PRESENT

- Mr. Fisher Howe, acting for Special Assistant, Intelligence, Department of State
- Colonel G. B. Coverdale, acting for Assistant Chief of Staff, G-2, Department of the Army
- Rear Admiral R. F. Stout, Acting Director of Naval Intelligence, Department of the Navy
- Major General John A. Samford, Director of Intelligence, Headquarters, United States Air Force
- Dr. Malcolm C. Henderson, acting for Director of Intelligence, Atomic Energy Commission
- Brigadier General Richard C. Partridge, Deputy Director for Intelligence, The Joint Staff
- Mr. Victor P. Keay, acting for Assistant to the Director, Federal Bureau of Investigation

ALSO PRESENT

- Mr. Loftus E. Becker, Central Intelligence Agency
- Mr. [REDACTED] Central Intelligence Agency
- Mr. Robert Amory, Jr., Central Intelligence Agency
- Mr. [REDACTED] Central Intelligence Agency
- \* Mr. [REDACTED] Central Intelligence Agency
- Mr. [REDACTED] Central Intelligence Agency
- Mr. [REDACTED] Central Intelligence Agency
- [REDACTED] Central Intelligence Agency
- Mr. [REDACTED] Central Intelligence Agency

\* For part of meeting

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Appendix 1

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24 July 1952

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[REDACTED] Central Intelligence Agency  
[REDACTED] Central Intelligence Agency  
Mr. Howard Furnas, Department of State  
Colonel O. B. Sykes, Department of the Army  
Mr. Roy S. Tod, Department of the Army  
Captain Ray Malpass, USN, Department of the Navy  
Mr. Lawrence Healey, Department of the Navy  
Colonel Edward H. Porter, Department of the Air Force  
Lieutenant Colonel T. J. Grant, Department of the Air Force  
Mr. George D. Garrett, Jr., Department of the Air Force  
Major John Allums, Department of the Air Force  
Captain Charles M. Hebertson, USN, The Joint Staff

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[REDACTED]  
Acting Secretary

Approval of Minutes

1. Action: The minutes of the last meeting, 2 July 1952, (IAC-M-76) were approved.

Progress Report (IAC-PR-25)

2. Action: It was agreed that the target date for NIE-70, "Conditions and Trends in Latin America Affecting U.S. Security," should be 15 October instead of 1 August.

Paper Mills, Fabrications and Source Control (IAC-D-54)

3. Action: The recommendations of the paper were approved. It was understood that details as to the mechanics of other agency participation would be worked out with [REDACTED]

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4. Discussion: In response to General Samford's question it was explained that counter-espionage activities could make a contribution to the proposed program and that they could benefit greatly from it.

5. General Smith suggested that arrangements be worked out with State, FBI and the Military Services for their close participation or cooperation with the source control section in CIA through the designation of a single individual in each case.

part of meeting

- 2 -

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Probable Developments in  
Venezuela (NIE-67)

6. Action: Approved with minor modifications.

Approaches by the Russians  
to U.S. Representatives

7. Discussion: Mr. Becker called attention to several recent reports which might indicate a possible switch in Soviet policy regarding social contacts with U.S. and Allied personnel. It was agreed that the volume of these contacts was not necessarily unusual, but that the trend should be watched. Each agency will take whatever action it feels appropriate.



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S-E-C-R-E-T  
Security Information  
IAC-D-54  
2 July 1952

Noted by BSI  
[Handwritten initials]  
Noted by BSI

INTELLIGENCE ADVISORY COMMITTEE

PAPER MILLS, FABRICATIONS AND SOURCE CONTROL

1. Subsequent to the IAC meeting of 27 March (IAC-M-66), an IAC ad hoc subcommittee met to determine methods for negating the activities of Paper Mills and Fabrications and for devising source control procedures. Attached is a paper, which has been agreed to by the membership of that committee.

2. It will be placed on an early IAC agenda for approval of the recommendations therein proposed.

[Redacted]  
Acting Secretary

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S-E-C-R-E-T  
IAC-D-54  
2 July 1952

S-E-C-R-E-T  
Security Information  
IAC-D-54  
2 July 1952

PROBLEM:

1. To establish an interagency intelligence source control mechanism.

GENERAL:

2. An IAC subcommittee meeting, held on 4 April 1952 to discuss the current CIA\* procedures for detection of Paper Mills and Fabrication, resulted in a general agreement that the procedures outlined would be taken under advisement by each agency to determine their applicability within that agency.

3. At the 4 April meeting, a Working Group was designated to develop a practicable source control mechanism which would be submitted for the consideration of the IAC subcommittee. At its first meeting, the Working Group agreed that it would develop a mechanism which would not only assist in the detection and control of Paper Mills and Fabrication, but also result in better evaluation of intelligence and aid in the elimination of unproductive sources.

CONCLUSION:

4. To make this system operate effectively, the establishment of an interagency source control mechanism is essential.

RECOMMENDATIONS:

5. In consonance with the above, the Working Group recommends that:

a. Each agency establish, as rapidly as possible, its own source control procedures.

b. Information on foreign intelligence sources and intermediaries obtained by these procedures be held by the agencies controlling such sources, and the participating agencies furnish copies of this information to CIA.

c. As a service of common concern, CIA be the clearing house for interagency Paper Mill and Fabrication Control purposes.

NOTE: \*Unless otherwise indicated, reference to CIA in this paper refers to the Interagency Source Control Section, [REDACTED]

CIA.

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2 July 1952

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IAC-D-54  
2 July 1952

d. The procedures in TAB A be adopted by the participating agencies.

e. In order to make source control information readily usable by all concerned, the attached form (TAB B) be adopted, by those intelligence agencies whose source control facilities do not now provide this basic information to their respective headquarters.

S-E-C-R-E-T  
IAC-D-54  
2 July 1952

SOURCE CONTROL PROCEDURES

General

1. Participating agencies will furnish copies of information on their foreign intelligence sources to CIA.\*
2. Upon receipt of these source descriptions, CIA will:
  - a. Assign a restricted file category number to these source descriptions and maintain them in an "Interagency Source Control Center."
  - b. Check each source description through the Central Registry [REDACTED]
  - c. Inform the participating agency concerned of the results of this check.

To Detect and Control Paper Mills and Fabrication

3. If check discloses source to be a known or suspected Paper Mill agent or Fabricator, CIA, with the assistance of any agency in possession of relevant facts, will furnish all pertinent information to the agency which submitted the source description. Further, CIA will submit a brief summary of this information to all other participating agencies.
4. Each agency will then take appropriate action to avoid further procurement of spurious information or unwitting future involvement with the source.
5. At any time a participating agency suspects a source of Paper Mill or Fabrication activities, it will so advise CIA and furnish all pertinent data concerning the source and any information which tends to substantiate this suspicion.
6. Upon such advice, or if a source control check results in suspicion, CIA [REDACTED] with the cooperation of the agency controlling or using the suspect source, will attempt to determine, by field investigation in appropriate cases, whether this suspicion can be substantiated or disproved.

NOTE: \*In cases where sources are under the jurisdiction of the Federal Bureau of Investigation, no source identity information will be submitted, since such sources are of concern solely to this agency.

~~S-E-C-R-E-T~~  
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7. If after discussion between CIA and the suspecting agency, it is decided that the source is definitely suspect, CIA will alert the other participating agencies.

8. When a source has been identified as a paper mill agent or fabricator through these or other procedures, files will be marked accordingly in the "Interagency Source Control Center." If the danger exists that he may continue to sell his spurious product, CIA will disseminate a report "burning" (denouncing) the agent to United States Government Agencies and to friendly foreign intelligence services, as a given case may require. CIA will coordinate the "burn" report with other interagency members controlling or using the agent. Interagency members will then take action within their agencies in accordance with paragraph 4 above.

To Provide Better Evaluation of Intelligence

9. On request, participating agencies will furnish one another all relevant data on a source, and the source's access to information, when that information is in the following categories:

a. In cases of unusual importance where decisions of policy might be made on the basis of information reported by the source.

b. When the content of source's report on a critical subject or area is in distinct variance with information in the files of the agency requesting the complete source data.

10. Requests for complete source data will be held to a minimum. In those instances where a participating agency receives complete source data, it will retain the data under carefully controlled conditions, acceptable to the supplying agency, in order that it will be made available only to U. S. officials on a strict need-to-know basis.

To Promote the Most Effective Use of Sources

11. Participating agencies will adopt their own internal procedures for eliminating unproductive sources. However, if a source produces information which is not of value to the agency controlling him, but which is of value to another producing agency, mutual efforts will be made to effect his retention or transfer.

~~S-E-C-R-E-T~~  
IAC-D-54  
2 July 1952

# SOURCE DATA SHEET

Approved For Release 2002/01/24 : CIA-RDP85S00362R000400090001-7

Source No. C/r

NAME IN FULL		ALIASES								
PRESENT ADDRESS										
DATE OF BIRTH		PLACE		PRESENT CITIZENSHIP			RACE	NATIONALITY	SEX	
APPEARANCE	AGE	ACTUAL		EYES	COLOR			HAIR	COLOR	
		APPARENT			APPEARANCE				QUALITY	
	FACE	SHAPE								
		COMPLEXION								
		BEARD								
		TEETH								
		MOLES/MARKS								
		SCARS								
		BODY	HEIGHT							
			WEIGHT							
		BUILD								
		POSTURE								
		MOVEMENT								
		IMPEDIMENTS								
GENERAL APPEARANCE										
PROMINENT FEATURES										
OTHER IDENTIFYING DETAILS										
EDUCATION	SCHOOL		LOCATION		COURSE			DEGREE	DATES	
TRAVEL	COUNTRY		DATES	PURPOSE		PERSONS AND/OR FIRMS VISITED				
MIL SERVICE	COUNTRY	ORGANIZATION		UNIT	RANK	DUTIES		WHERE SERVED	DATES	
DATE DISCHARGED										
PRESENT EMPLOYER			LOCATION		TITLE		DUTIES		YEARS	

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B  
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2 July 1952

INTELLIGENCE ADVISORY COMMITTEE

PAPER MILLS, FABRICATIONS AND SOURCE CONTROL

1. Subsequent to the IAC meeting of 27 March (IAC-M-66), an IAC ad hoc subcommittee met to determine methods for negating the activities of Paper Mills and Fabrications and for devising source control procedures. Attached is a paper, which has been agreed to by the membership of that committee.

2. It will be placed on an early IAC agenda for approval of the recommendations therein proposed.

  
Acting Secretary

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PROBLEM:

1. To establish an interagency intelligence source control mechanism.

GENERAL:

2. An IAC subcommittee meeting, held on 4 April 1952 to discuss the current CIA\* procedures for detection of Paper Mills and Fabrication, resulted in a general agreement that the procedures outlined would be taken under advisement by each agency to determine their applicability within that agency.

3. At the 4 April meeting, a Working Group was designated to develop a practicable source control mechanism which would be submitted for the consideration of the IAC subcommittee. At its first meeting, the Working Group agreed that it would develop a mechanism which would not only assist in the detection and control of Paper Mills and Fabrication, but also result in better evaluation of intelligence and aid in the elimination of unproductive sources.

CONCLUSION:

4. To make this system operate effectively, the establishment of an interagency source control mechanism is essential.

RECOMMENDATIONS:

5. In consonance with the above, the Working Group recommends that:

a. Each agency establish, as rapidly as possible, its own source control procedures.

b. Information on foreign intelligence sources and intermediaries obtained by these procedures be held by the agencies controlling such sources, and the participating agencies furnish copies of this information to CIA.

NOTE: \*Unless otherwise indicated, reference to CIA in this paper refers to the Interagency Source Control Section, [REDACTED]

CIA.

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- c. As a service of common concern, CIA be the clearing house for interagency Paper Mill and Fabrication Control purposes.
- d. The procedures in TAB A\* be adopted by the participating agencies.
- e. In order to make source control information readily usable by all concerned, the attached form (TAB B\*) be adopted, by those intelligence agencies whose source control facilities do not now provide this basic information to their respective headquarters.

---

/\* NOTE (added):

- (1) TAB A is following sheet  
(2) TAB B is Appendix 2 to Terms of Reference. 7

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## SOURCE CONTROL PROCEDURES

### General

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2. Upon receipt of these source descriptions, CIA will:
  - a. Assign a restricted file category number to these source descriptions and maintain them in an "Interagency Source Control Center."
  - b. Check each source description through the Central Registry  

  - c. Inform the participating agency concerned of the results of this check.

### To Detect and Control Paper Mills and Fabrication

3. If check discloses source to be a known or suspected Paper Mill agent or Fabricator, CIA, with the assistance of any agency in possession of relevant facts, will furnish all pertinent information to the agency which submitted the source description. Further, CIA will submit a brief summary of this information to all other participating agencies.
4. Each agency will then take appropriate action to avoid further procurement of spurious information or unwitting future involvement with the source.
5. At any time a participating agency suspects a source of Paper Mill or Fabrication activities, it will so advise CIA and furnish all pertinent data concerning the source and any information which tends to substantiate this suspicion.

NOTE: \*In cases where sources are under the jurisdiction of the Federal Bureau of Investigation, no source identity information will be submitted, since such sources are of concern solely to this agency.

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25X1A 6. Upon such advice, or if a source control check results in suspicion, CIA [redacted] with the cooperation of the agency controlling or using the suspect source, will attempt to determine, by field investigation in appropriate cases, whether this suspicion can be substantiated or disproved.

7. If after discussion between CIA and the suspecting agency, it is decided that the source is definitely suspect, CIA will alert the other participating agencies.

8. When a source has been identified as a Paper Mill agent or Fabricator through these or other procedures, files will be marked accordingly in the "Interagency Source Control Center." If the danger exists that he may continue to sell his spurious product, CIA will disseminate a report "burning" (denouncing) the agent to United States Government Agencies and to friendly foreign intelligence services, as a given case may require. CIA will coordinate the "burn" report with other inter-agency members controlling or using the agent. Interagency members will then take action within their agencies in accordance with paragraph 4 above.

To Provide Better Evaluation of Intelligence

9. On request, participating agencies will furnish one another all relevant data on a source, and the source's access to information, when that information is in the following categories:

a. In cases of unusual importance where decisions of policy might be made on the basis of information reported by the source.

b. When the content of source's report on a critical subject or area is in distinct variance with information in the files of the agency requesting the complete source data.

10. Requests for complete source data will be held to a minimum. In those instances where a participating agency receives complete source data, it will retain the data under carefully controlled conditions, acceptable to the supplying agency, in order that it will be made available only to U.S. officials on a strict need-to-know basis.

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To Promote the Most Effective Use of Sources

11. Participating agencies will adopt their own internal procedures for eliminating unproductive sources. However, if a source produces information which is not of value to the agency controlling him, but which is of value to another producing agency, mutual efforts will be made to effect his retention or transfer.

**SOURCE DATA SHEET**

Source No. \_\_\_\_\_

c/r

NAME IN FULL		ALIASES						
PRESENT ADDRESS								
DATE OF BIRTH		PLACE		PRESENT CITIZENSHIP		RACE	NATIONALITY	SEX
APPEARANCE	AGE	ACTUAL	EYES	COLOR	HAIR	COLOR	FACE	QUALITY
		APPARENT	SHAPE	APPEARANCE		HEIGHT		
		COMPLEXION			BODY	WEIGHT		
		BEARD				BUILD		
		TEETH				POSTURE		
		MOLES/MARKS				MOVEMENT		
		SCARS				IMPEDIMENTS		
		GENERAL APPEARANCE						
		PROMINENT FEATURES						
		OTHER IDENTIFYING DETAILS						
EDUCATION	SCHOOL		LOCATION		COURSE		DEGREE	DATES
TRAVEL	COUNTRY		DATES	PURPOSE	PERSONS AND/OR FIRMS VISITED			
MIL SERVICE	COUNTRY	ORGANIZATION	UNIT	RANK	DUTIES		WHERE SERVED	DATES
	DATE DISCHARGED							
EMPLOYMENT	PRESENT EMPLOYER		LOCATION	TITLE	DUTIES		YEARS	
	PAST							
	DATE DISCHARGED							
MEMBERSHIP IN ORGANIZATIONS	PRESENT							
	PAST							
	prof., soc., pol.							
CONTACT	HOW, WHEN, WHERE FIRST CONTACTED OR DEVELOPED							
MOTIVATION	BEST ESTIMATE OF SUBJECT'S MOTIVATION							
SOURCES	HOW AND FROM WHOM DOES HE OBTAIN INFORMATION							
REMUNERATION	HAS SUBJECT BEEN PAID FOR INFORMATION? IS PAYMENT PROPOSED? WHAT AMT. PER REPORT, WEEK, MONTH, ETC.							
EVALUATION	SUBJECT'S CHARACTER, RELIABILITY, SECURITY							
	ATTACH SAMPLE OF SIGNATURE AND HANDWRITING IN ALL LANGUAGES KNOWN TO SUBJECT							
	ATTACH FINGERPRINTS							

Attach recent, dated photograph

*Appendix 2*

ILLEGIB

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