

ADMINISTRATIVE - INTERNAL USE ONLY

20 November 1986

MEMORANDUM FOR: Deputy Director for Administration

STAT
FROM:

Director of Information Services

SUBJECT: OIS Weekly Report (13 - 19 November 1986)

1. *The Directorate of Operations (DO) has approved the transfer of one cubic foot of OSS phonograph records, including a recording of comments by General William Donovan, to the National Archives and Records Administration (NARA). A copy of the Donovan recording will be retained in the Historic Intelligence Collection.

2. *The Director and Deputy Director of Information Services, other representatives from the OIS, and the Chief, History Staff visited NARA to brief Mr. Frank Burke, Acting Archivist of the United States, on the Agency Historical Review Program (HRP) and to discuss other items of mutual interest. Mr. Burke expressed his particular interest in our maintaining the ability to trace documents selected for the HRP back to their original folders for reference purposes. After further discussion he agreed that the Agency's procedure for doing this is satisfactory.

3. The Director of Information Services informed the Office of General Counsel (OGC) of OIS concerns regarding an expansion of the Information Security Oversight Office's (ISOO) authority into personnel security through a draft Executive order sponsored by the Department of Justice. The draft Executive order gives ISOO broad oversight authorities in this area.

4. The NARA liaison officer for the Agency informed a representative from the Information Resources Management Division (IRMD) that he expects the Acting Archivist of the United States to approve the proposed DCI Records Control Schedule on 25 November 1986. He also said that NARA will submit the proposed Records Control Schedule of the Directorate of Science and Technology to the Federal Register on 18 November 1986 to begin the 60 day public review period although it has not yet received full concurrence within NARA. This is a welcome variation in NARA policy that will speed up the approval process.

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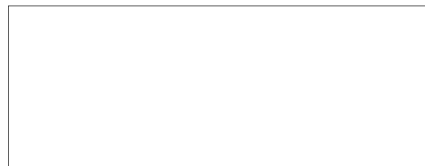
5. *The Legal Advisor for OIS, the Chief of the Classification Review Division (CRD), and representatives from the Directorate of Operations Information Management Staff (DO/IMS) visited the Army Intelligence Central Security Facility at Ft. Meade. The purpose was to discuss a request by the Office of Special Investigations (OSI) of the Department of Justice for an exception to the third agency rule. OSI is seeking unrestricted access to records that may contain leads to the whereabouts of Nazi war criminals. The difficulty in accommodating the request arises from the mountainous volume of material; possibly in excess of three million dossiers. Additionally, much predictably will have no utility to the Department of Justice, but is known to contain detailed information concerning sensitive security and intelligence operations. More discussions within the Agency will be necessary before reaching a final decision.

6. OIS annuitants are reviewing OGC's retired records at the Agency Archives and Records Center. Top Secret collateral documents in some 370 cubic feet of records will be compared with data in the Top Secret Control Automated Data System (TSCADS). Within the seven separate records deposits searched so far, 387 Top Secret collateral documents were found either to be unrecorded in TSCADS or recorded incorrectly.

7. An IRMD representative briefed the Office of Public Affairs and the Physical and Technical Security and Polygraph Divisions of the Office of Security on the proper application of classification markings and on the document classification requirements contained in Executive Order 12356.

8. The backlog of initial FOIA/PA requests continues to decline and stands at 1230. This compares with a backlog of 1803 one year ago and 3000 two years ago. Among the interesting responses is one to a convict who had requested "access to . . . research . . . concerning how people could be broken when denied contact with other people and sensory stimulation and the long term effect of solitary confinement on people." He was sent a copy of "Communist Control Techniques," a previously released document. This same document had been sent to another prisoner, and the prison authorities returned it to us stamped "contents not approved!" The Information and Privacy Division weekly report is attached.

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Attachment

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19 November 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[Redacted Name]

Chief, Information and Privacy Division, OIS

SUBJECT:

IPD/OIS Weekly Report (12-18 Nov 1986)

	<u>12-18 Nov 1986</u>	<u>1986 Weekly Average</u>
1. <u>The Week in Review</u>		
a. New cases	42	60.5
b. Cases closed	44	69.4
c. New appeals logged	3	3.1
d. Appeals closed	3	3.4
e. Manpower (man-weeks)	78.9	95.2
2. <u>Current Backlogs</u>		
a. Initial requests - 1230		
b. Requests in administrative appeal - 175		
c. Requests in litigation - 50		

3. Spotlighted Requests

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STAT HGH/JAE:kas [] (19 November 1986) (FINAL)
Distribution:
Orig - Adse
1 - DCI/DDCI/Executive Director
1 - DCI History Staff
1 - DDI
1 - DDO
1 - DDS&T
5 - OIS
1 - C/PAO
1 - Comptroller
1 - IG
1 - OGC
1 - OCA
1 - OP
1 - OL
STAT 1 - C/IMS/ []
STAT 1 - DDO/IRO
25 - DDO/IMS []
1 - DDI/IRO
1 - DDA/IRO
1 - IC/IRO
1 - OIS/LA
1 - IRG/OS
1 - IPD Subject
1 - IPD Chrono
1 - IPD Reading Board
1 - HGH
1 - LSS

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CONFIDENTIAL

18 November 1986

MEMORANDUM FOR: Director of Information Services
FROM: Chief, Classification Review Division
SUBJECT: CRD Weekly Report, 12 November - 18 November 1986

25X1 C/CRD accompanied the OIS/Legal Counsel and two representatives of DO/IMS, [redacted] to the Army Intelligence Central Security Facility at Ft. Meade, Maryland. The purpose was to get information about WWII U.S. Army Counterintelligence Corps files and to discuss the request by the Office of Special Investigations, Department of Justice (OSI/DOJ), for free access to those files. The files contain three million dossiers (1.8 million on microfilm and 1.3 million on hard copy) mostly on individuals who were of security interest to the U.S. Army from simple security clearance investigations to complex counterintelligence cases. They contain sensitive information on intelligence sources and methods and foreign government information including much from foreign liaison intelligence and security services. Representatives of OSI were given carte blanche access to these files by the Army General Counsel in February 1984 to investigate the Nazi war criminal Josef Mengele. During that activity, the OSI representatives took note of the names of other persons listed in the files. Now they are requesting dossiers on over 600 names and are seeking carte blanche access once again but now they are "fishing" rather than going after identified suspects. Given the new situation, the Army has asked OSI to get waivers from CIA and State to have access to any of their information which they might encounter. State gave such access under certain conditions and contingent upon the signing of a non-disclosure agreement. OSI and the Army are still waiting for a response from the Agency which is now being drafted jointly by OIS and IMS [redacted]

25X1


C/CRD



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18 November 1986

MEMORANDUM FOR: Director of Information Services

STAT FROM:

[redacted]
Chief, Information Resources
Management Division

SUBJECT: IRMD Weekly Report (12-18 November 1986)

SIGNIFICANT EVENTS

STAT a. Computer Distribution Exposition. [redacted]

Chief, System Development Section, Information Technology Branch, attended the Computer Distribution Exposition (COMDEX) Fall '86 at the Las Vegas Convention Center 10-14 November. Over 1,300 exhibitors from every major company around the world displayed their latest state-of-the-art products. Additionally, there were over 40 conference sessions geared toward opportunities that are most important to business success in the retailer/dealer market.

b. Review of Office of General Counsel Records. OIS

annuitants are reviewing Office of General Counsel (OGC) records held in the Records Center. Collateral TS documents in some 370 cubic feet of records will be compared against data in the Top Secret Control Automated Data System (TSCADS). A total of 7 retirement jobs have been searched, identifying 387 documents either not recorded into TSCADS or incorrectly reflected on the TSCAD data base. Review activity will continue on the remaining 75 retirement jobs.

STAT c. Security Classification Briefings. [redacted]

Classification Management Branch, briefed the Office of Public Affairs (OPA/ODCI), Physical and Technical Security Division of the Office of Security (PTSD/OS), and the Polygraph Division (PD/OS) on the proper application of classification markings on Agency documents and on the practical implementation of the document classification precepts contained in EO 12356 - National Security Information, during this period.

d. Information Security Oversight Office Authorities. The

Director of Information Services (DIS) informed the Office of General Counsel (OGC) of OIS concerns regarding an expansion of the Information Security Oversight Office's (ISOO) oversight authorities into the personnel security area. DIS comments, prepared by Chief, Classification Management Branch, were

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occasioned by a draft Executive Order sponsored by the Department of Justice (DOJ) concerning access to classified information. As written, the draft EO gives ISOO broad oversight authorities in the personnel security area.

e. Information Security Committee (ISCOM) Activity. A charter for the Information Security Committee (ISCOM) of the IG/CM(P) was drafted at the 13 November meeting of the ISCOM. The charter will be submitted to the Chairman of the IG/CM(P) after coordination with ISCOM members. OIS was represented at the meeting by [redacted] Chief, Classification Management Branch.

f. The Records Information System - CDOCS Users Group. [redacted] Chief, Information Services Branch (ISB), and [redacted] ISB, met with [redacted] Chief, Information Technology Branch, to discuss setting up a users group to exchange information and discuss mutual problems common to TRIS in an open forum on 13 November. The group will be called the CDOCS Users Group so as not to confuse it with the original TRIS Users Group that reviewed the TRIS requirements. Tentative plans call for the group to meet on a monthly basis with the first meeting scheduled for 8 December at Headquarters Building. ITB will forward a memorandum announcing the meeting to all ISC/Registry Chiefs currently using TRIS.

g. Reston Corporate Center Steering Committee. [redacted] Chief, Information Services Branch, attended the weekly meeting of the Reston Corporate Center Steering Committee on 14 November. The meeting focused on the probability of additional work scheduling delays for Buildings A and B due in large part to current uncertainty concerning the allocation of funds. Committee members also discussed what the Office of Security terms a major factor that will continue to cause delays, that being the extreme difficulty encountered in recruiting and clearing additional guard and escort personnel.

h. Records Control Schedules. Colonel Ray Tagge, NARA appraiser, informed [redacted] Chief, Information Management Branch, on 17 November 1986 that the DCI Records Control Schedule will complete its 60 day period of publication in the Federal Register on 21 November 1986 and is expected to be approved by the Acting Archivist of the United States on 25 November 1986. Colonel Tagge also reported that the DS&T Records Control Schedule will begin its 60 day period of publication in the Federal Register on 18 November 1986 even though it has not received full concurrence within NARA. This is a welcome variation in NARA policy that will speed up the approval process.

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i. Transfer of OSS Records. The DO has approved the transfer of 1 cubic foot of OSS phonograph records to the National Archives and Records Administration (NARA). Included in this transfer is a phonograph record containing comments by General William Donovan. Prior to the transfer, a recording of this phonograph will be made and retained in the Historic Intelligence Collection.

j. Archives and Records Center. Records Center personnel performed the following activities during the week:

RAMS:	Made 13 additions, 9 changes, and 15 deletions.
ARCINS:	Jobs received/edited: 17. Jobs keyed: 10 consisting of 708 entries.
Accessions:	Received 13 jobs totalling 158 cubic feet.
References:	Serviced 1,176 requests for records (66 were for annuitants).
Special Run:	One to NCD.



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18 November 1986

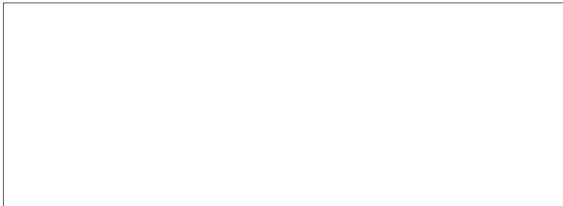
MEMORANDUM FOR: Director of Information Services
FROM:
Chief, Regulatory Policy Division, OIS
SUBJECT: Regulatory Policy Division Activities
12 November - 18 November 1986

1. RPD is currently processing 120 jobs, a increase of two over last week's total.

2. The Office of Personnel has initiated an Employee Bulletin to announce the upcoming Tax Reform Seminar on 20 November. The guest speaker will be Mr. Frank Rooney of Frank J. Rooney Associates who will discuss some of the changes brought about by the Tax Reform Act and how these changes will impact on individual taxpayers.

3. An Employee Bulletin, initiated by the Office of Information Services at the request of the Director of Central Intelligence, is being processed to inform employees of Agency accomplishments in meeting the goals established by the Freedom of Information Act and the CIA Information Act.

4. Priority handling is being provided to an Employee Bulletin initiated by the Office of Personnel to inform employees of the membership and mission of the Human Resource and Compensation Task Force. The task force will begin work to design a personnel and compensation system which is more tailored to the needs of the Agency, which better recognizes and rewards the contributions of employees, and which will ensure the Agency's continued ability to compete for and retain the kinds of people needed.



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