

8 AUG 1980

MEMORANDUM FOR: Deputy Director for Administration  
FROM: Thomas H. White  
Director of Information Services  
SUBJECT: OIS Weekly Report (31 July-6 August 1980)

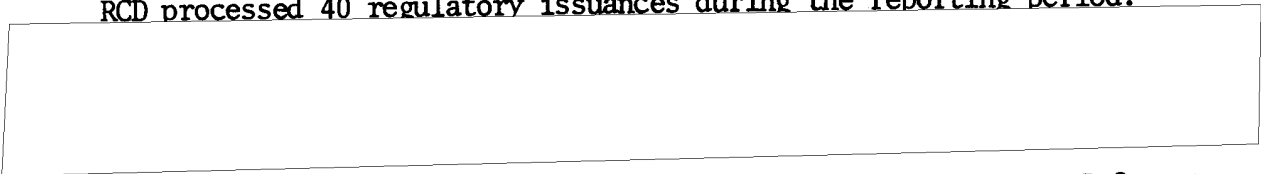
Classification Review Division

CRD reviewed approximately 54,909 pages of material. Of the 52,121 pages of CIA material reviewed, 32 percent were declassified.

Regulations Control Division

RCD processed 40 regulatory issuances during the reporting period.

STAT



RCD has prepared for Printing and Photography Division in ETECS format the Headquarters Index to Regulatory Issuances which will be published Agency-wide very soon. This Index was last issued in 1975 and provides a ready reference for users as to specific subjects contained in the Agency regulations and handbooks and their location by paragraphs.

Records Management Division

STAT



RMD personnel met with representatives of the APEX Control Staff, OGC, and OS regarding the admissibility as evidence microfilm copies of APEX non-disclosure agreements.

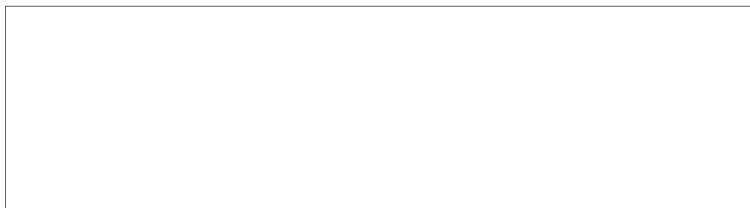
We are continuing to find wide use being made of the information in the OIS automated systems. During this past week one such request was from OPPPM for a consolidated alphabetical listing of all personnel files (45,000) retired to the Records Center.

ITB continued to coordinate the development of the RMS/CTS automated registry system due for implementation in January 1981 and to work on the development of the OCO system in which we hope to incorporate control over the supplemental distribution copies of NFAC reports that go to the Records Center.

Information and Privacy Division

A separate report is attached.

STAT



Thomas H. White

Attachment

~~ADMINISTRATIVE INTERNAL USE ONLY~~

7 August 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[Redacted]

Chief, Information and Privacy Division, ISS

SUBJECT:

IPD/ISS Weekly Report (31 Jul-6 Aug)

1. The Week in Review

31 Jul-6 Jul

1980 Weekly Average

a. New cases logged	42	61
b. Cases closed	55	54
c. New appeals logged	0	2.1
d. Appeals closed	0	2.8

2. Current Backlogs

- a. Initial requests - 2859
- b. Appeals - 396

3. The IPD is moving from 2E42 to 1A16 Headquarters Building. Telephone numbers will remain the same. The tube station, however, is DW-5 Amber.

We hope to resume operations on 11 August 1980.

[Redacted]

~~ADMINISTRATIVE INTERNAL USE ONLY~~

**ADMINISTRATIVE INTERNAL USE ONLY**

STAT

IPD, [redacted] cb 7 August 1980

Distribution:

Orig. & 2 Addressee

- 1 - DCI
- 1 - DDCI
- 1 - D/NFAC
- 1 - DDO
- 1 - DDS&T
- 1 - D/PA
- 1 - Comptroller
- 1 - IG
- 1 - OGC
- 1 - OLC
- 1 - OP
- 1 - OL
- 1 - C/IMS [redacted]
- 1 - DDO/IRO
- 26 - DDO/IMS [redacted]
- 1 - IRG/OS [redacted]
- 1 - NFAC/FIO
- 1 - C/ISS
- 1 - IC Staff/FIO
- 1 - IPD Subject
- 1 - IPD Chrono
- 1 - IPD Reading Board

STAT

STAT

**ADMINISTRATIVE INTERNAL USE ONLY**