

DDA 86-1791  
23 October 1986

DDA REGISTRY  
REF: 1-8

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MEMORANDUM FOR:   
Chief, Administration Group, O/COMP

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FROM:   
Chief, Management Staff, DDA

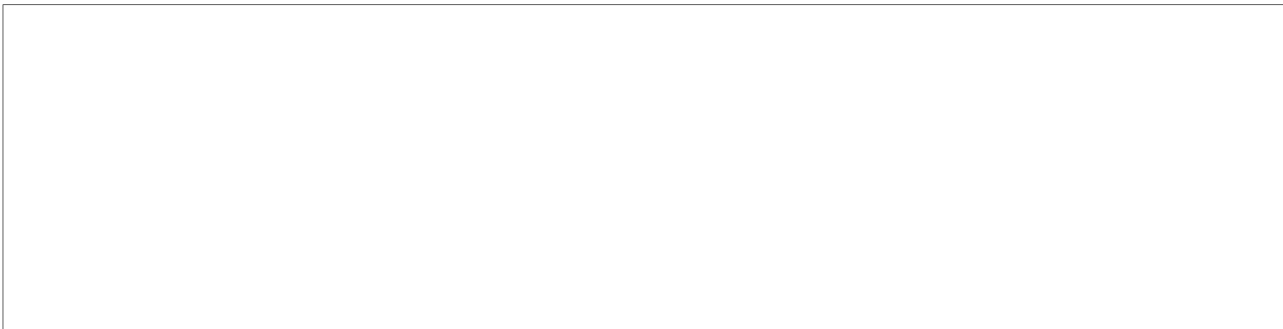
SUBJECT: Major DDA FY 86 Accomplishments

The following is a list of DDA major accomplishments by Office for FY 86. Also noted are the specific initiatives (where applicable) for each of the accomplishments.

Office of Communications:

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**Office of Finance:**

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Office of Information Services:

° DECREASED THE BACKLOG OF INITIAL FREEDOM OF INFORMATION ACT CASES BY 40 PERCENT, FROM 2,140 to 1,165.

° REVIEWED DURING THE START-UP YEAR OF THE HISTORICAL REVIEW PROGRAM, APPROXIMATELY 83 FEET OF RECORDS CONCERNING PREDECESSOR ORGANIZATIONS AND THE U-2 PROGRAM. APPROXIMATELY 11 FEET OF THESE FILES WERE IDENTIFIED FOR DECLASSIFICATION OR SANITIZATION FOR RELEASE TO THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION.

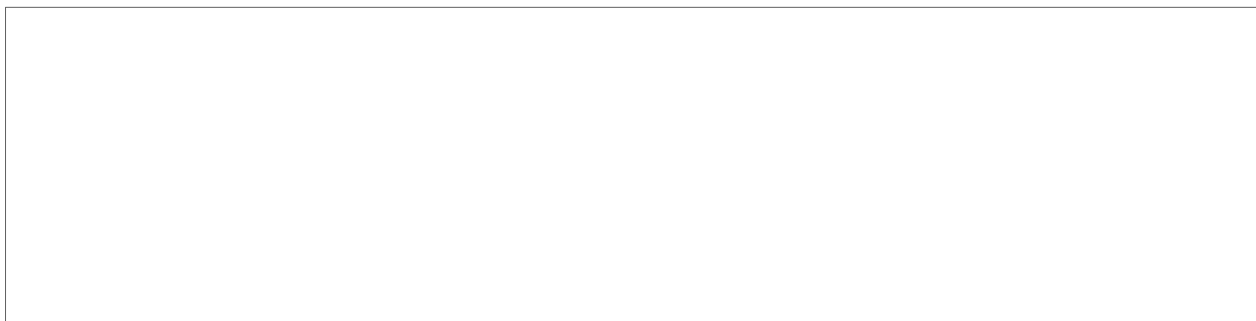
° ACTIVATED THE RECORDS INFORMATION SYSTEM (TRIS), AN AUTOMATED DOCUMENT CONTROL SYSTEM, AND MADE IT AVAILABLE AT 58 CONTROL POINTS THROUGHOUT THE AGENCY.

Office of Information Technology:

° ACHIEVED OPERATIONAL STATUS FOR SAFE--SUPPORT FOR THE ANALYSTS' FILE ENVIRONMENT--DELIVERY 2, NOW SERVING OVER 500 ANALYSTS. DELIVERY 2 WAS ALSO IMPLEMENTED AT THE DEFENSE INTELLIGENCE AGENCY.

[SAFE -FY 86 ONGOING INITIATIVE]

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° CREATED THE MULTILATERAL COUNTERTERRORISM DATABASE SYSTEM (MCDS), A CONSOLIDATION OF THE DESIST AND THE CENTIPEDE SYSTEM, TO SUPPORT BOTH THE AGENCY'S COUNTERTERRORISM CENTER (CTC) AND THE INTELLIGENCE COMMUNITY.

° UPGRADED THE CRISIS COMMUNICATIONS CENTER TO PROVIDE DATA, AUDIO AND VIDEO COMMUNICATIONS SUPPORT TO HANDLE MORE THAN ONE CRISIS SITUATION SIMULTANEOUSLY.

25X1 ° REPLACED THE AGING HEADQUARTERS UNCLASSIFIED TELEPHONE NETWORK WITH A MODERN PRIVATE BRANCH EXCHANGE (PBX) NETWORK AND INSTALLED [REDACTED] NEW TELEPHONES, AN INCREASE OF [REDACTED] PHONES OVER THE OLD SYSTEM.

[NEW BUILDING COMMUNICATIONS SUPPORT - FY 86 ONGOING INITIATIVE]

25X1 ° PROVIDED A TOTAL OF [REDACTED] NONSECURE AND [REDACTED] SECURE TELEPHONES IN THE HEADQUARTERS AREA.

Office of Logistics:

25X1 [REDACTED]

° RECEIVED THE IRON WORKERS EMPLOYERS ASSOCIATION OF WASHINGTON, D.C. "BUILDING OF EXCELLENCE AWARD" FOR THE NEW HEADQUARTERS BUILDING.

[NEW BUILDING SUPPORT - FY 86 ONGOING INITIATIVE]

Office of Medical Services:

25X1

Office of Personnel:

° IMPLEMENTED A NEW SECRETARIAL CAREER SYSTEM INCORPORATING JOB ENRICHMENT, ENHANCED TRAINING AND PERFORMANCE AWARD FEATURES.

° PRODUCED THE FIRST EMPLOYEE BENEFITS STATEMENT FOR ALL AGENCY EMPLOYEES DETAILING INDIVIDUAL BENEFITS.

° OBTAINED AUTHORITY FOR THE INTERNAL ADMINISTRATION OF ALL AGENCY RETIREMENT PROGRAMS IN CONJUNCTION WITH PASSAGE OF THE FEDERAL EMPLOYEES RETIREMENT SYSTEM ACT OF 1986.

° AVOIDED OVER \$5 MILLION IN COSTS BY USING GOVERNMENT DISCOUNT FARES FOR DOMESTIC TRAVEL AND FOREIGN CURRENCY FARING ON FOREIGN TRIPS.

Office of Security:

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Office of Training and Education:

° PROVIDED 50 SESSIONS OF THREE DIFFERENT COUNTERTERRORIST TRAINING COURSES TO 1,127 STUDENTS.

° PROVIDED AN ADDITIONAL 300 STUDENTS PERSONAL SECURITY TRAINING OVERSEAS.

S E C R E T

° ESTABLISHED THE SOVIET REALITIES INSTITUTE, WHICH CONDUCTED 11 SEMINARS ON SOVIET ISSUES TO 304 STUDENTS.

° OFFERED A TOTAL OF 850 TRAINING CLASSES ON 190 DIFFERENT TOPICS TO 16,000 STUDENTS.

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ORIG: DDA/MS/Plans/ [Redacted]

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