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DD/A Registry
85-1829/18

27 NOV 1988

MEMORANDUM FOR: Director of Security
FROM: Harry E. Fitzwater
Deputy Director for Administration
SUBJECT: Office of Security Long-Range Plan
REFERENCE: Office of Security Five-year Plan FY 1986-1991

I have reviewed and approved your long-range plan. It provides evidence of an effective and forward-looking planning effort in the Office of Security. I look forward to meeting with you and your people quarterly to review the progress of your important programs and to discuss any problem areas.

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[Redacted Signature Box]
Harry E. Fitzwater

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ORIG: DDA/Plans [Redacted]

- Original - Addressee
- 1 - DDA Chrono
- 1 - DDA Subject
- 1 - DDA/MS Chrono
- 1 - DDA/MS Subject

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[Redacted Content]

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OFFICE OF SECURITY FIVE-YEAR PLAN (FY 1986 - FY 1991)

FROM:

Acting Director of Security

EXTENSION

NO.

DATE

18 NOV 1985

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. DDA
7D18 Headquarters

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FORM 1-79 **610** USE PREVIOUS EDITIONS

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18 NOV 1985

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

Acting Director of SecuritySUBJECT: Office of Security Five-Year Plan
(FY 1986 - FY 1991)REFERENCE: A. DDA Memorandum 85-1829/1, dated
19 July 1985, Subject: Directorate of
Administration Planning FY 1986 - FY 1991

B. DDA Memorandum 85-1829/10, dated
4 September 1985, Subject: FY 1986 Directorate
of Administration Goals and Assumptions

1. Per reference A request, attached is the Office of Security (OS) Five-Year Plan for FY 1986 - FY 1991. Appropriate adjustments have been made based upon current Directorate of Administration assumptions and goals and the plan is consistent with the current CIA Strategic Plan 1982 - 1992, including the 1984 Addendum.

2. The Office of Security Five-Year Plan consists of a combination of trackable FY 1986 objectives and a statement of primary goals for the entire five-year period. The OS Objectives are predicated upon the resources which will be available for FY 1986. We assume that resource allocations to the Office of Security will be sufficient to fulfill the major goals and objectives stated in reference B.

3. The yearly objectives chosen for FY 1986 include the following:

- o Fill all occupational shortages within the Office of Security in FY 1986.

- o Complete Phase I of the 4C System by integration of NSA, Navy and DIA data.

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- o Develop and maintain an Agency-wide security awareness reindoctrination program.

- o Continue phase introduction of Automated Information Handling Systems to Office activities.

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- o Conduct between Staff Reinvestigations.

- o Develop a comprehensive computerized statistical data base for analyzing and managing Clearance Division case flow.

- o Upgrade physical security at Headquarters and outbuildings.

- o Replace Federal Protective Officers with Agency Security Protective Officers (SPOs) at Headquarters, NPIC, and currently planned outbuildings; accommodate new Headquarters Building SPO requirements.

- o Complete formation of new Technical Security Directorate.

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- o Publish a revision of the information system security policies and procedure sections contained in Sensitive Compartmented Information (SCI) and collateral industrial security manuals.

- o Accredit a local area network (LAN) system to be used for multicompartemented processing at a contractor facility and develop security requirements which will be applicable to other Agency contractors and to components within the Agency.

- o Perform appropriate number of computer security audits of industrial data-processing facilities which support computer systems using advanced technology.

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Attachments

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OFFICE OF SECURITY FIVE-YEAR PLAN

(FY 1986 - FY 1991)

I. INTRODUCTION

In keeping with Directorate of Administration planning procedures, the following is an updated Five-Year Plan for the Office of Security (OS) from FY 1986 through FY 1991. Based on the OS mission to provide optimum security support to and protection of Agency activities, personnel, information and facilities worldwide, the Plan contains appropriate items of continuing interest which were tracked in FY 1985, new trackable items addressed in FY 1986 initiatives, and goals/objectives of long-term interest which are not necessarily specified in the action plan. The Plan also addresses career development of OS personnel, stresses increased effectiveness and discipline, and focuses on greater productivity to meet ever-increasing requirements for security support.

The Five-Year Plan is designed to maximize utilization of resources through continuing recruitment and training of personnel, and to continue initiatives to develop and field automated information systems to improve communications and reduce labor-intensive functions. Emphasis will focus on traditional areas of security support while stressing technical and personnel security initiatives. Concurrently, requisite support to the Director of Central Intelligence relative to his leadership role in the Intelligence Community will be continued.

II. OFFICE-LEVEL ASSUMPTIONS

A. Although the Directorate of Administration is proceeding on the assumption that Agency personnel requirements will tend to stabilize during this planning period, there will still be a need for additional OS resources to be assigned both domestically and overseas to satisfy continuing shortfalls. Even though more effective utilization of existing human resources will result from a greater use of currently developing automated information handling systems, personnel shortfalls will continue to occur due to enhanced programs and through normal attrition. Fulfillment of ongoing and new requirements will continue to be met via an aggressive personnel recruitment program despite growing public perception that U.S. Government careers are becoming less attractive.

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B. The Standard Support Requirement (SSR) concept will be continued and used to support new initiatives, enabling OS to provide required security support in an effective and timely manner.

25X1 C. There will be both programmed and unprogrammed demands for security support in a variety of areas, e.g., [redacted] antiterrorism programming, [redacted] projects, the new Headquarters complex, and the proliferation of automated information handling systems both domestically and overseas. These activities will require the highest level of flexibility and versatility from OS officer cadre, reconfirming the need to maintain the OS personnel development concept which produces the "Security Generalist."

25X1 D. An increasingly hostile overseas environment will require additional security support in the areas of personnel protection, residential security, security awareness programs, as well as an increase in the number of security officers assigned overseas. [redacted]

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III. OFFICE-LEVEL GOALS

A. Maintain and expand, where required, a worldwide security program to ensure protection of Agency personnel, activities, information, and facilities in a timely and efficient manner. At the same time, assist the DCI in discharging his security responsibilities to the Intelligence Community by devoting sufficient resources and support to maximize services of common concern while minimizing and ultimately eliminating duplicative activities.

B. Provide the means for individual development of all Office of Security personnel through aggressive recruitment and training, continually stressing equal opportunity and affirmative action principles. Continue efforts to encourage all OS personnel to maintain a deep sense of pride in self and mission, and to reflect the highest standards of personal integrity, security, cooperation and teamwork. Provide all personnel the opportunity to develop their potential to the fullest extent possible through training and diverse assignment opportunities consistent with OS needs. Assure that senior management succession planning remains current and realistic.

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C. Promote optimum use of resources through innovative streamlining of operations, by assuring clean and safe work environments, by use of cost efficient information handling systems and hardware, and by maximizing the use of existing personnel while minimizing the demand for new resources.

D. Identify, develop and exploit appropriate research and development programs to provide state-of-the-art hardware to support newly identified physical and technical security requirements. Expand research in human behavior to improve the personnel security adjudicative process. At the same time, identify and explore the utility of existing systems within other U.S. Government agencies.

E. Continue to identify and counter the threat posed by increased usage of automated information processing systems through enhanced audit capabilities, updating of information systems security policies and implementing procedures, acquisition of additional human resources and maintenance of information systems security and education programs.

F. Provide sufficient security support and services relative to CIA disaster/emergency planning and ensure continuity of vital security services during local and national emergencies.

IV. OBJECTIVES

A. Continue present personnel management policies by recruiting top-quality personnel through the Security Officer Recruitment and Training Program (SORT) consonant with promoting equal opportunity and affirmative action principles; ensuring that OS career development programs provide each employee the opportunity to develop his/her potential to the fullest; and assuring realistic succession planning for senior management positions via the Senior Officer Development Program.

25X1 B. Provide appropriate resources to accomplish a
25X1 projected yearly workload of more than [] investigations
and reinvestigations; more than [] polygraph interviews in
the United States and overseas; multiple technical
countermeasure inspections, comprehensive security surveys,
security equipment installations and personnel protection
25X1 briefings at [] overseas facilities;
25X1 industrial security audits at [] contractor facilities;
25X1 computer security surveys of [] contractor information
25X1 processing systems and [] CRAFT facilities; and
25X1 more than 200 security awareness and Sensitive Compartmented
Information (SCI) briefing sessions to [] Agency and
Intelligence Community personnel.

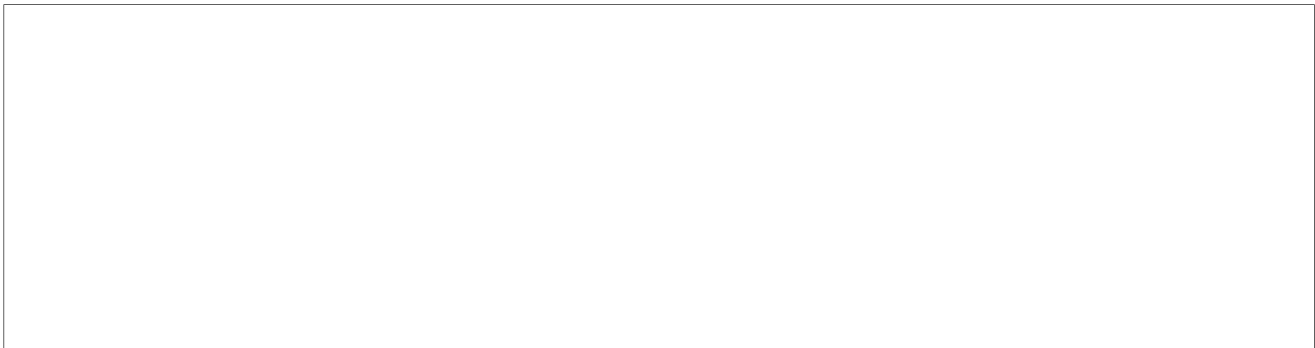
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25X1 C. Maintain a vigorous Agency personnel security program while supporting the Agency's counterintelligence activities by (1) completing [] staff reinvestigation cases annually per the trial-period and five-year cycle process; (2) conducting comprehensive security indoctrinations of all new and trial-period employees plus systematic rebriefings of Agency components; (3) aggressively pursuing "leak" investigations of unauthorized disclosures of classified information via Agency and Intelligence Community assets.

D. Maintain processing time for Staff and Staff-like clearance cases to an average of 75 calendar days and reduce the processing time of industrial approvals to an average time of 120 calendar days.

E. Develop a data base containing "institutional memory" of items relative to counterintelligence activities (e.g., espionage incidents involving Agency personnel, unauthorized disclosure patterns and methodologies, hostile intelligence service activities and personalities, etc.) for use in support of counterintelligence concerns and for the enhancement of post-event and predictive analysis activities.



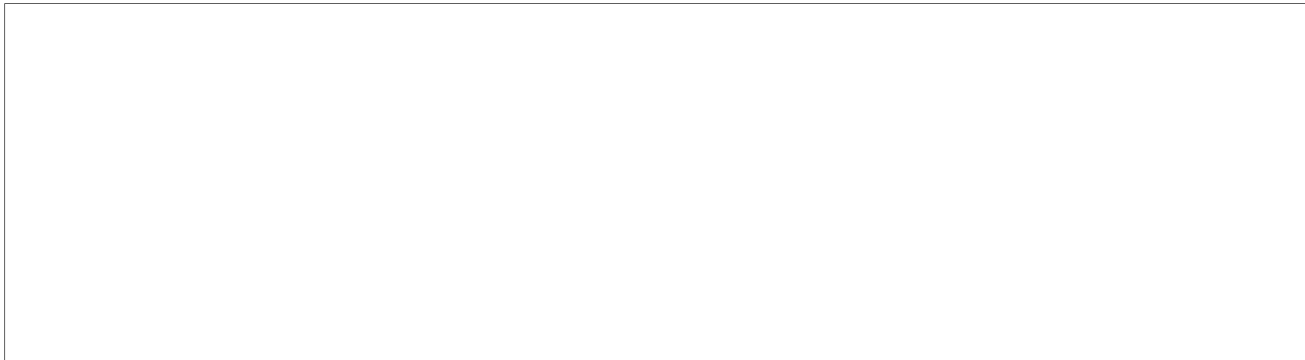
G. Continue Agency security audits and inspections emphasizing physical security information handling, and document control procedures; conduct industrial security audits and indoctrination programs; and polygraph key contractor employees who have access to highly sensitive Agency information.

H. Complete the formation of the newly authorized Office of Security, Technical Security Directorate which incorporates the ongoing TSCM activities with TEMPEST and computer security, supporting them with an aggressive engineering and development program supplemented by state-of-the-art technical and operational analytical capabilities.

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J. Reduce labor-intensive administrative functions and promote greater office efficiency by continuing to develop the Security Communications Improvement Project (SCIP), the Security Information Management System (SIMS), and the counterintelligence activities "institutional memory" data base. Interfacing with each other, these systems will automate field office and Headquarters information handling procedures and expedite communications between and among Headquarter components and domestic field offices.

K. Support the DCI in meeting his responsibilities to the Intelligence Community by representation on the DCI Security Committee, its multiple subcommittees and other government-wide groups through security research and development initiatives, and by functioning as executive agent of both the [redacted] and the 4C (i.e., the Community-Wide Computer-Assisted Compartmentation Control System) automated data base system.

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L. Support, as necessary, the Agency's disaster/emergency activities.

V. OBJECTIVE SCHEDULES FOR FY 1986

Objectives will be tracked by the Office of Security during the Five-Year Plan's first year (FY 1986) and subsequent years, as applicable. Charts showing quarterly milestones to achieve the FY 1986 objectives are attached as Item A. Also attached (as Item B) is the requested listing of Security objectives and the correspondent DDA goal(s) that each objective supports.

VI. RESOURCE IMPLICATIONS

Assuming sufficient resources are allocated to conduct the Office of Security's base program, there are security areas in which resource shortfalls will continue to occur due to increased taskings and unfulfilled requirements. Included in


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this category are resources to develop and implement effective automated data processing (ADP) information systems security programs; to upgrade the physical security of the Headquarters compound; to provide additional security officers domestically to Agency components where on-the-scene security presence is essential to their mission; to provide additional security personnel overseas to more adequately thwart the mounting terrorist and counterintelligence activities worldwide as well as ensure the security integrity of the expanding overseas office automation program; to maintain the highest level of security protection against the increasing hostile technical surveillance penetration attempts (particularly in Soviet Bloc countries); and to maintain a fully responsive and timely reinvestigation/repolygraph program. The proposed FY 1986 Office objectives will not exacerbate existing shortfalls. On the contrary, the objectives for the fiscal year will seek to reach and maintain currency in the problem areas during the years to come.

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SUBMITTED:

for

Director of Security *U*

APPROVED:

Deputy Director for Administration

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SUMMARY OF OBJECTIVE 86-01

OBJECTIVE STATEMENT: Task and Assist the Office of Personnel Employment Division To Ensure That Enough Qualified Candidates Are Hired To Fill All Occupational Shortages Within The Office of Security in FY 1986

The Personnel Management Staff of the Office of Security is tasked with identifying occupational shortages for FY 1986 and the number needed per quarter to ensure that the Office of Security meets its FY 1987 ceiling by 1 October 1986. This process will include identifying, screening, and assisting in the recruitment of employees in six occupational categories.

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SUMMARY OF OBJECTIVE 86-02

OBJECTIVE STATEMENT: Complete Phase I of 4C System by integration of NSA, Navy and DIA data.

The Community-wide Computer-assisted Compartmentation Control (4C) System has achieved partial integration of the data bases of the NFIB principal agencies during FY 85. For FY 86, the completion of Phase I will be the first order of business, with the integration of NSA as a most significant goal. The implementation of Phase II (linking the Unified and Specified Commands) should begin in late FY 1986.

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OFFICE: Security
OBJECTIVE STATEMENT: Complete Phase I of 4C System by Integration of NSA, Navy, DIA Data (OS Objective 86-02)
RESPONSIBLE OFFICER:
SIGNIFICANT FUNDING AMOUNT:
DATE SUBMITTED: 1 November 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Enter SAFSP Data		o										
Enter Navy Data			o									
Enter DIA Data				o								
Enter NSA Data					o							
Plan Phase II							o					
Being Phase II Installation									o			

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SUMMARY OF OBJECTIVE 86-03

OBJECTIVE STATEMENT: To develop and maintain an Agency-wide security awareness reindoctrination program composed of periodic formal briefings of the entire Agency population, tailored component awareness briefings, presentations of special interest and modified EOD programs for new employees who have favorably completed the trial period.

The Office of Security, Security Education Group, is charged with Agency-wide security awareness. An important part of this program is reindoctrination of our employees on security issues, security rationale, and the manager's and employee's security responsibilities. In order to carry out this task, a four-pronged program, to include periodic formal briefings of the entire Agency population, tailored component awareness briefings, presentations of special interest and a modified EOD security briefing for employees who favorably complete their trial status, must be developed and maintained. These require planning, production, coordination and implementation each year and over the course of the next five years. Such a program should have as its goals to install in our population an appreciation of security, a feeling of cooperation between the Office of Security, Agency management and Agency employees, and a pride in our security practices.

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OFFICE: Security
OBJECTIVE STATEMENT: To develop and maintain an Agency-Wide Security Awareness Reindoctrination Program
RESPONSIBLE OFFICER: [Redacted] (OS Objective 86-03)
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 17 October 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Provide Special Presentation on Hostile Threat		o										
Develop Major Reindoctrination Program for Entire Agency Population	o-----o											
Present Major Reindoctrination Program for Entire Agency Population					o----o							
Develop Component Awareness Briefings for Office Level Components										o-----o		
Present Component Awareness Briefings for Office Level Components during FY 87												o---
Develop Program for Regular Reindoctrination of Employees Moving from Trial to Staff Status				o-----o								o

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SUMMARY OF OBJECTIVE 86-04

OBJECTIVE STATEMENT: Automated Information Handling System Activities

The Security Communications Improvement Project (SCIP) and the Security Information Management System (SIMS) activities are Security's primary endeavors designed to streamline case processing functions. Project SCIP links Security's Headquarters components and domestic field offices electronically providing for the timely exchange of investigative and support information. Project SIMS is Security's centralized on-line data base for the storage, retrieval and management of security related and investigative data.

PROJECT SCIP

Project SCIP is a multi-functional office automation and telecommunications Wang Alliance network system configured to accommodate cable (TWX) traffic and to support the overall management of assigned investigative actions.

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PROJECT SIMS

The Initial Operating Capability of SIMS was accomplished during FY-85 and replaced the Security Automated Name Check Activity (SANCA) and the Security Dossier System (SEADORS). During FY-86, the current Biographic and Adjudicative Security Elements (SIMS/BASE) module will be expanded to include security file folder tracking using bar coding technologies and to capture contractor security information (SECOND replacement) for supporting area Security Officers. In addition, the development of the Security Action Tracking (SIMS/SATS) module will be initiated. SIMS/SATS will be developed as a prototype model and will replace the existing Case Processing Evaluation and Reporting System (CAPER/OS) capabilities to provide up-to-the-minute status reporting, identification of over-due cases and statistical information. Future activities will include the incorporation of the SIMS/SATS prototype module into the overall SIMS production environment as well as being interfaced with the joint OP/OMS/OS Integrated Applicant Processing System (IAPS).

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OFFICE: Security
 OBJECTIVE STATEMENT: Automated Information Handling System Activities (OS Objective 86-04)
 RESPONSIBLE OFFICER:
 SIGNIFICANT FUNDING AMOUNT:
 DATE SUBMITTED: 1 November 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p><u>PROJECT SCIP</u></p> <ul style="list-style-type: none"> o Complete Office renovations, install Wang Alliance, upgrade communications <div style="border: 1px solid black; height: 60px; width: 100%;"></div>												
<ul style="list-style-type: none"> o Perform Equipment Upgrade Evaluation to Include: <ul style="list-style-type: none"> - Wang Alliance Laser Printers - Hard Copy Facsimile Type Devices - Brief Case Computers 												

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SUMMARY OF OBJECTIVE 86-06

OBJECTIVE STATEMENT: Develop a comprehensive computerized statistical base for analyzing and managing the flow of cases through the Clearance Division.

While statistics have been maintained in Clearance Division since its inception, it has only been within the last year that new computer hardware and software has made it possible to manipulate the data in a manner which allows for easy analysis and projection of trends. By using tools such as LOTUS 1-2-3, we were able to gain valuable insights into the progress of the recent DCI instruction to bring the Agency up to staff strength by October 1985.

This Objective will formalize this process and extend it to a much wider range of Clearance Division activities. Anticipated benefits include a better ability to move personnel within the Division to meet surges in activity as well as a better "near real time" understanding of how the entire system is acting and reacting.

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OFFICE: Security
OBJECTIVE STATEMENT: Develop a computerized statistical base for analyzing and managing Clearance Division case flow
RESPONSIBLE OFFICER: [redacted] (OS Objective 86-06)
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 1 November 1985

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Formalize methodology as it applies to applicant processing			0									
Expand methodology to include all of Staff and Operations Branch activities				0	-----	0						
Expand methodology to include remainder of Clearance Division							0	-----	0			
Expand CD process to include Polygraph and Security Records Division										0	-----	0

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SUMMARY OF OBJECTIVE 86-07

OBJECTIVE STATEMENT: Upgrade Physical Security at Headquarters and Outbuildings

The increased terrorist threat along with basic security concepts require considerable upgrades in the physical security of the Headquarters compound and outbuildings. Much of the existing basic hardware at Headquarters has been neglected in favor of other priorities. Such upgrades will provide the level of security necessary to equal current threats.

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OFFICE: Security

OBJECTIVE STATEMENT: Upgrade Physical Security of Headquarters Compound and Outbuildings through FY 1988

RESPONSIBLE OFFICER: [Redacted] (OS Objective 86-07)

SIGNIFICANT FUNDING AMOUNT: To Be Determined

DATE SUBMITTED: 16 October 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Upgrade in Radio Communication equipment at Headquarters and Outbuildings during FY 86	(Oct 85 - Jan 86) o-----o											
Installation of New PASS Badge System during FY 86 and FY 87		(November 1985 - June 1987) o-----o										
Improvements to Perimeter Fence at Headquarters during FY 87							(March 1987 - September 1987) o-----o					
CCTV Upgrade at Headquarters and Outbuildings during FY 87 and FY 88							(March 1987 - January 1988) o-----o					
Hardening of Gates and Entrances at Headquarters and Outbuildings during FY 87									(June 1987 - September 1987) o-----o			

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SUMMARY OF OBJECTIVE 86-08

OBJECTIVE STATEMENT: Replace all GSA Federal Protective Officers (FPOs) at the Headquarters and NPIC compounds with CIA Security Protective Officers (SPOs) during FY 86; replace all FPOs at currently planned outbuildings during FY 86 and FY 87; accommodate new Headquarters Building SPO requirements during FY 87.

In 1984, a Delegation of Authority from GSA included a transfer of all security protection responsibility to CIA for the Headquarters and NPIC compounds. To accomplish this, the Agency will hire, train, and equip over 168 new staff employees. Posts will be gradually assumed starting with the least vulnerable non-weapon inside posts and ending with the exterior weapon carrying posts where the exercise of arrest authority may be necessary. Additionally, GSA has recently advised that the continuation of the FPOs at the Agency is in serious question. Therefore, the Office of Security plans to proceed with recruitment, staffing, training and deployment for 70 additional SPOs for currently planned outbuildings. Lastly, the opening of the New Headquarters Building during FY 87 will increase SPO requirements by an additional 50 positions, bringing the total projected SPO staffing level to officers.

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OFFICE: Security

OBJECTIVE STATEMENT: Replace all FPOs at Headquarters, NPIC and currently planned outbuildings with SPOs during FY 86 and FY 87; accommodate New Headquarters Building SPO requirement during FY 87
 RESPONSIBLE OFFICER: [redacted]
 SIGNIFICANT FUNDING AMOUNT: To Be Determined
 DATE SUBMITTED: 16 October 1985 (OS Objective 86-08)

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
25X1 25X1 o Replace FPOs at Hqs and NPIC with SPOs - Assume all Hqs posts [redacted] - EOD [redacted] Staff employees - Complete equip requirements - Assume all NPIC posts (31 positions)			o		o			o	o			
25X1 o Replace FPOs at currently planned outbuildings with [redacted] SPOs - Recruitment - Training - Deployment			o	(December 1985 - December 1986)				o	(May 86 - February 87)		o	(July 86 - April 87)
25X1 o Accommodate new Hqs Building SPO requirements [redacted] positions) - Recruitment - Training - Deployment				o	(Jan 87 - Mar 87)			o	(Apr 87 - June 87)		o	(July 86 - January 87)
25X1 o Total Projected SPO Positions [redacted]												

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SUMMARY OF OBJECTIVE 86-09

OBJECTIVE STATEMENT: Complete Formation of New Directorate of Technical Security

25X1 The Office of Security has been authorized an additional Directorate for Technical
25X1 Security matters. The Directorate combines the ongoing Technical Surveillance
Countermeasures (TSCM) activities with TEMPEST testing and inspections, [redacted]
[redacted] and computer security programs. These will be supported by an
aggressive engineering development and equipment procurement activity and an analytical
capability to support operations and research.

Activities associated with this objective include finalizing organizational details, staffing, housing, and the financial and management adjustments attendant with relocating ongoing programs. Significant milestones are the completion of negotiations on transfer of affected components, acquisition and occupation of housing, budget consolidation, and interim and final staffing.

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OFFICE: Security

OBJECTIVE STATEMENT: Establish New Directorate for Technical Security (OS Objective 86-09)

RESPONSIBLE OFFICER: [Redacted]

SIGNIFICANT FUNDING AMOUNT: N/A

DATE SUBMITTED: 1 November 1985

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Finalize Details of Charter, Functions of the Technical Security Directorate			o									
Establish Consolidated Budget				o								
Complete Management Level Staffing						o						
Consolidate in New Quarters						o						

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SUMMARY OF OBJECTIVE 86-12

OBJECTIVE STATEMENT: Publish a revision of the "Security Requirements for Contractor Automated Information Systems Processing Sensitive Compartmented Information (SCIREQ84)" and "Security Requirements for Contractor Automated Information Systems Processing Collateral Information."

The Office of Security, Information Security Group (ISG), is the responsible component for the formulation and dissemination of policies pertaining to information system security. In addition, ISG develops requirements based on these policies. Two of the documents which define policy requirements are the documents named above and are included as appendices to the respective SCI and collateral industrial security manuals.

As the technology of data and word processing advances, the requirements for securing classified information must also advance. Since the above two documents were last published in August 1984 and September 1983, respectively, both require a complete revision and republication.

It is anticipated that both of these documents will require yet another revision and republication in FY 88 and FY 1990.

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OFFICE: Security
OBJECTIVE STATEMENT: To Publish Revised Security Requirements for Contractor SCI and Collateral Information Systems (OS Objective 86-12)
RESPONSIBLE OFFICER:
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 1 November 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Review current documents and identify areas to be revised		o										
Identify new technologies/issues to be addressed		o										
Update existing sections and write new sections						o						
Prepare documents for publication							o					
Send documents to P&PD/OL for printing								o				
Provide formatted document to OL/SS and OD&E/SS to include in Industrial Security Manuals.										o		
Disseminate to contractors as appropriate										o		

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S E C R E T

OFFICE: Security

OBJECTIVE STATEMENT: Accredite a Local Area Network (LAN) and six computer systems for multi-compartmented processing (OS Objective 86-13)

RESPONSIBLE OFFICER: [REDACTED]

SIGNIFICANT FUNDING AMOUNT: N/A

DATE SUBMITTED: 1 November 1985

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Evaluate technical and security capabilities of the LAN software	o											
Evaluate proposed LAN and system configuration		o										
Determine security requirements and modifications of LAN software and/or procedures				o								
Evaluate existing security in the systems which will be accessed via the LAN					o							
Provide security requirements for LAN and systems					o							
Review draft documents defining processing and security of LAN and systems							o					
Perform accreditation testing of LAN and systems										o		
Evaluate test results and accredit LAN and systems for multicompart-mented processing											o	

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-14

OBJECTIVE STATEMENT: Perform computer security audits of industrial data processing facilities.

25X1
25X1
The Office of Security, Information Security Group (ISG) is tasked with monitoring, evaluating and accrediting the computer systems of industrial contractor facilities, which process classified information in support of Agency programs. Approximately [] computer systems, are actively processing Agency classified data, up to and including Sensitive Compartmented Information (SCI).

Since the number of audits performed by ISG is limited by the number of personnel available, the objective for performing 40 audits in FY 1986 will remain the same through the outyears of the 5-year plan (FY 1991) with particular focus being placed on those facilities which are supporting and/or developing computer systems using advanced technology.

S E C R E T

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25X1
OFFICE: Security
OBJECTIVE STATEMENT: Perform computer security audits of industrial data processing facilities. (OS Objective 86-14)
RESPONSIBLE OFFICER: [redacted]
SIGNIFICANT FUNDING AMOUNT: \$78K (Domestic TDY)
DATE SUBMITTED: 1 November 1985

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Perform audits at 40 contractor facilities.		o										o
Monitor status of contractor facilities and revise audit schedule accordingly.			o			o			o			o
Evaluate audit schedule and prepare FY 87's audit schedule.						o			o			o

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S E C R E T

OFFICE OF SECURITY FIVE-YEAR PLAN FY 1986 - 1991 OBJECTIVES

<u>OBJECTIVE</u>	<u>SUPPORTS DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>	
								<u>DDA</u>	<u>OS</u>
<u>POLICY AND MANAGEMENT DIRECTORATE</u>									
Fill all occupational shortages to enable the Office of Security to reach its FY 1987 ceiling at the beginning of FY 1987, i.e., 1 October 1986.	1,5	*						*	*
Complete Phase I of Community-wide, Computer-assisted Compartmentation Control (4C) System by integration of NSA, Navy and DIA data.	7,8	*						*	*
Develop and maintain an Agency-wide security awareness and reindoctrination program composed of (1) period formal briefings of the entire Agency population, (2) tailored component awareness briefings, (3) presentations of special interest, and (4) modified EOD briefings for new employees who have favorably completed their three-year trial period.	2,4,5	*	*					*	*
Continue to implement a phased introduction of automated information handling systems, i.e., the Security Communications Improvement Project (SCIP), and the Security Information Management System (SIMS) to Office of Security activities.	1,2,3, 4,7,8	*	*					*	*

S E C R E T

S E C R E T

<u>OBJECTIVE</u>	<u>SUPPORTS</u> <u>DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>	
								<u>DDA</u>	<u>OS</u>
<u>POLICY AND MANAGEMENT DIRECTORATE</u> (cont'd)									
Continue to recruit top-quality personnel through the Security Officer Recruitment and Training Program (SORT) consonant with promoting equal opportunity and affirmative action principals.	1	*	*	*	*	*	*		*
Continue to ensure that OS career development programs provide each employee the opportunity to develop his/her potential to the fullest.	1	*	*	*	*	*	*		*
Continue to assure realistic succession planning for senior management positions via the Senior Officer Development Program.	1	*	*	*	*	*	*		*

S E C R E T

S E C R E T

	<u>OBJECTIVE</u>	<u>SUPPORTS</u> <u>DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>		
									<u>DDA</u>	<u>OS</u>	
<u>PERSONNEL SECURITY AND INVESTIGATIONS DIRECTORATE</u>											
25X1	Conduct between [] Staff Reinvestigations.	4	*							*	*
	Develop a comprehensive computerized statistical data base for analyzing and managing the flow of cases through the Clearance Division.	3,4,6,7,8	*							*	*
25X1	Accomplish projected yearly workload of more than [] investigations and reinvestigations	4	*								*
25X1	and more than [] polygraph examinations in the United States and overseas.										
25X1	Continue to maintain a vigorous personnel security program while supporting the Agency's counterintelligence activities by (1) completing [] staff reinvestigations annually;	4		*	*	*	*	*			*
	(2) aggressively pursuing "leak" investigations of unauthorized disclosures of classified information.		*	*	*	*	*	*			*
	Continue to maintain clearance processing time for Staff and Staff-like clearance cases to an average 75 calendar days and reduce the processing time of industrial approvals to an average time of 120 calendar days.	4	*	*	*	*	*	*			*

S E C R E T

S E C R E T

<u>OBJECTIVE</u>	<u>SUPPORTS</u> <u>DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>	
								<u>DDA</u>	<u>OS</u>
<u>PERSONNEL SECURITY AND INVESTIGATIONS DIRECTORATE (cont'd)</u>									
Develop a data base containing "institutional memory" of items relative to counter-intelligence (CI) activities (e.g., espionage incidents involving Agency personnel, unauthorized disclosure patterns and methodologies, hostile intelligence service activities and personalities, etc.) for use in support of CI concerns and for enhancing post-event and predictive analyses.	3,4,5,7,8	*	*						*
Expand research into human behavioral patterns to improve the personnel security adjudicative process.	4,5,7,8	*	*						*

S E C R E T

S E C R E T

	<u>OBJECTIVE</u>	<u>SUPPORTS</u> <u>DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>		
									<u>DDA</u>	<u>OS</u>	
<u>PHYSICAL AND AREA SECURITY DIRECTORATE</u>											
	Upgrade physical security at Headquarters and outbuildings.	4,5,7,8	*	*	*					*	*
	Replace all GSA Federal Protective Officers (FPOs) at the Headquarters and NPIC compounds with Agency Security Protective Officers (SPOs) during FY 1986; replace all FPOs at currently planned outbuildings during FY 1986 and FY 1987; accommodate the new Headquarters Building SPO requirements during FY 1987.	5,6	*	*						*	*
25X1	Play a major role in the impact on Agency facilities of the [redacted] initiatives stemming from the [redacted] recommendations of the [redacted].	3,4,5	*	*	*	*	*	*			*
25X1	These efforts will involve considerable interaction between the Offices of Security, Communication, and Logistics and the Information Management Staff.										
25X1	Continue to conduct comprehensive security survey security equipment installation and personnel protection briefings at [redacted] overseas facilities; industrial [redacted] security audits at over [redacted] contractor facilities.	4,5	*	*	*	*	*	*			*
25X1											
25X1	Increase security officer presence overseas, both at regional staff locations and singleton positions to provide on-the-scene protection and guidance against local terrorist and counterintelligence threats.	4,5	*	*	*						*

S E C R E T

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OBJECTIVE	SUPPORTS DDA GOAL	86	87	88	89	90	91	TRACKING LEVEL	
								DDA	OS
<u>TECHNICAL SECURITY DIRECTORATE</u>									
Complete the formation of a new Technical Security Directorate.	2,3,4, 5,7,8	*						*	*
25X1	2,4,5, 7,8	*	*	*	*	*	*	*	*
	2,3,4,5,7	*						*	*
	Publish a revision of the information systems security policies and procedures sections contained in the sensitive compartmented information (SCI) and collateral industrial contractor security manuals.	2,4	*		*		*		*
Accredit a local area network (LAN) system to be used for multi-compartmented processing at a contractor facility and develop security requirements which will be applicable to other Agency contractors and to components within the Agency.	2,4,7,8	*						*	*
Perform appropriate number of computer security audits at industrial data-processing facilities which support systems using advanced technology.	4	*	*	*	*	*	*	*	*

S E C R E T

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	<u>OBJECTIVE</u>	<u>SUPPORTIS</u> <u>DDA GOAL</u>	<u>86</u>	<u>87</u>	<u>88</u>	<u>89</u>	<u>90</u>	<u>91</u>	<u>TRACKING LEVEL</u>	
									<u>DDA</u>	<u>OS</u>
	<u>TECHNICAL SECURITY DIRECTORATE</u> (cont'd)									
25X1 25X1	Continue and expand the ongoing recapitalization of the technical surveillance countermeasures (TSCM) equipment [redacted]	4,5	*	*	*	*	*	*		*
25X1 25X1	Expand and update the TSCM training and equipment [redacted]	4,5	*	*	*	*	*	*		*
	Continue to conduct appropriate number of TSCM inspections worldwide.	4,5	*	*	*	*	*	*		*
	Identify, develop and exploit appropriate research and development programs to provide state-of-the-art hardware to support newly identified physical and technical security requirements.	4,5	*	*	*	*	*	*		*

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-14

OBJECTIVE STATEMENT: Perform computer security audits of industrial data processing facilities.

25X1
25X1
The Office of Security, Information Security Group (ISG) is tasked with monitoring, evaluating and accrediting the computer systems of industrial contractor facilities, which process classified information in support of Agency programs. Approximately [] computer systems, are actively processing Agency classified data, up to and including Sensitive Compartmented Information (SCI).

Since the number of audits performed by ISG is limited by the number of personnel available, the objective for performing 40 audits in FY 1986 will remain the same through the outyears of the 5-year plan (FY 1991) with particular focus being placed on those facilities which are supporting and/or developing computer systems using advanced technology.

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S E C R E T

SUMMARY OF OBJECTIVE 86-12

OBJECTIVE STATEMENT: Publish a revision of the "Security Requirements for Contractor Automated Information Systems Processing Sensitive Compartmented Information (SCIREQ84)" and "Security Requirements for Contractor Automated Information Systems Processing Collateral Information."

The Office of Security, Information Security Group (ISG), is the responsible component for the formulation and dissemination of policies pertaining to information system security. In addition, ISG develops requirements based on these policies. Two of the documents which define policy requirements are the documents named above and are included as appendices to the respective SCI and collateral industrial security manuals.

As the technology of data and word processing advances, the requirements for securing classified information must also advance. Since the above two documents were last published in August 1984 and September 1983, respectively, both require a complete revision and republication.

It is anticipated that both of these documents will require yet another revision and republication in FY 88 and FY 1990.

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S E C R E T

SUMMARY OF OBJECTIVE 86-09

OBJECTIVE STATEMENT: Complete Formation of New Directorate of Technical Security

25X1 The Office of Security has been authorized an additional Directorate for Technical
25X1 Security matters. The Directorate combines the ongoing Technical Surveillance
Countermeasures (TSCM) activities with TEMPEST testing and inspections, [redacted]
[redacted] and computer security programs. These will be supported by an
aggressive engineering development and equipment procurement activity and an analytical
capability to support operations and research.

Activities associated with this objective include finalizing organizational details,
staffing, housing, and the financial and management adjustments attendant with
relocating ongoing programs. Significant milestones are the completion of negotiations
on transfer of affected components, acquisition and occupation of housing, budget
consolidation, and interim and final staffing.

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-08

OBJECTIVE STATEMENT: Replace all GSA Federal Protective Officers (FPOs) at the Headquarters and NPIC compounds with CIA Security Protective Officers (SPOs) during FY 86; replace all FPOs at currently planned outbuildings during FY 86 and FY 87; accommodate new Headquarters Building SPO requirements during FY 87.

25X1 In 1984, a Delegation of Authority from GSA included a transfer of all security protection responsibility to CIA for the Headquarters and NPIC compounds. To accomplish this, the Agency will hire, train, and equip [] new staff employees. Posts will be gradually assumed starting with the least vulnerable non-weapon inside posts and ending with the exterior weapon carrying posts where the exercise of arrest authority may be necessary. Additionally, GSA has recently advised that the continuation of the FPOs at the Agency is in serious question. Therefore, the Office of Security plans to proceed with recruitment, staffing, training and deployment for [] additional SPOs for currently planned outbuildings. Lastly, the opening of the New Headquarters Building during FY 87 will increase SPO requirements by an additional [] positions, bringing the total projected SPO staffing level to [] officers.

25X1
25X1
25X1

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-07

OBJECTIVE STATEMENT: Upgrade Physical Security at Headquarters and Outbuildings

The increased terrorist threat along with basic security concepts require considerable upgrades in the physical security of the Headquarters compound and outbuildings. Much of the existing basic hardware at Headquarters has been neglected in favor of other priorities. Such upgrades will provide the level of security necessary to equal current threats.

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-06

OBJECTIVE STATEMENT: Develop a comprehensive computerized statistical base for analyzing and managing the flow of cases through the Clearance Division.

While statistics have been maintained in Clearance Division since its inception, it has only been within the last year that new computer hardware and software has made it possible to manipulate the data in a manner which allows for easy analysis and projection of trends. By using tools such as LOTUS 1-2-3, we were able to gain valuable insights into the progress of the recent DCI instruction to bring the Agency up to staff strength by October 1985.

This Objective will formalize this process and extend it to a much wider range of Clearance Division activities. Anticipated benefits include a better ability to move personnel within the Division to meet surges in activity as well as a better "near real time" understanding of how the entire system is acting and reacting.

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-04

OBJECTIVE STATEMENT: Automated Information Handling System Activities

The Security Communications Improvement Project (SCIP) and the Security Information Management System (SIMS) activities are Security's primary endeavors designed to streamline case processing functions. Project SCIP links Security's Headquarters components and domestic field offices electronically providing for the timely exchange of investigative and support information. Project SIMS is Security's centralized on-line data base for the storage, retrieval and management of security related and investigative data.

PROJECT SCIP

Project SCIP is a multi-functional office automation and telecommunications Wang Alliance network system configured to accommodate cable (TWX) traffic and to support the overall management of assigned investigative actions.

25X1
25X1

PROJECT SIMS

The Initial Operating Capability of SIMS was accomplished during FY-85 and replaced the Security Automated Name Check Activity (\$ANCA) and the Security Dossier System (SEADORS). During FY-86, the current Biographic and Adjudicative Security Elements (SIMS/BASE) module will be expanded to include security file folder tracking using bar coding technologies and to capture contractor security information (SECOND replacement) for supporting area Security Officers. In addition, the development of the Security Action Tracking (SIMS/SATS) module will be initiated. SIMS/SATS will be developed as a prototype model and will replace the existing Case Processing Evaluation and Reporting System (CAPER/OS) capabilities to provide up-to-the-minute status reporting, identification of over-due cases and statistical information. Future activities will include the incorporation of the SIMS/SATS prototype module into the overall SIMS production environment as well as being interfaced with the joint OP/OMS/OS Integrated Applicant Processing System (IAPS).

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-03

OBJECTIVE STATEMENT: To develop and maintain an Agency-wide security awareness reindoctrination program composed of periodic formal briefings of the entire Agency population, tailored component awareness briefings, presentations of special interest and modified EOD programs for new employees who have favorably completed the trial period.

The Office of Security, Security Education Group, is charged with Agency-wide security awareness. An important part of this program is reindoctrination of our employees on security issues, security rationale, and the manager's and employee's security responsibilities. In order to carry out this task, a four-pronged program, to include periodic formal briefings of the entire Agency population, tailored component awareness briefings, presentations of special interest and a modified EOD security briefing for employees who favorably complete their trial status, must be developed and maintained. These require planning, production, coordination and implementation each year and over the course of the next five years. Such a program should have as its goals to install in our population an appreciation of security, a feeling of cooperation between the Office of Security, Agency management and Agency employees, and a pride in our security practices.

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-02

OBJECTIVE STATEMENT: Complete Phase I of 4C System by integration of NSA, Navy and DIA data.

The Community-wide Computer-assisted Compartmentation Control (4C) System has achieved partial integration of the data bases of the NFIB principal agencies during FY 85. For FY 86, the completion of Phase I will be the first order of business, with the integration of NSA as a most significant goal. The implementation of Phase II (linking the Unified and Specified Commands) should begin in late FY 1986.

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-01

OBJECTIVE STATEMENT: Task and Assist the Office of Personnel Employment Division To Ensure That Enough Qualified Candidates Are Hired To Fill All Occupational Shortages Within The Office of Security in FY 1986

The Personnel Management Staff of the Office of Security is tasked with identifying occupational shortages for FY 1986 and the number needed per quarter to ensure that the Office of Security meets its FY 1987 ceiling by 1 October 1986. This process will include identifying, screening, and assisting in the recruitment of employees in six occupational categories.

25X1

S E C R E T

S E C R E T

SUMMARY OF OBJECTIVE 86-05

25X1 OBJECTIVE STATEMENT: Conduct between [] Staff Reinvestigation Cases

25X1 The Office of Security will conduct [] Staff Reinvestigations (to include repolygraphs) in FY 1986, the vast majority being conducted on employees completing their three-year trial period.

25X1 Additionally, in an attempt to stabilize the increasing backlog of five-year cycled reinvestigations, approximately [] field background reinvestigations will be conducted on employees completing their five-year cycle with polygraph examinations (25% estimated) being conducted only on those cases which develop derogatory information. 25X1 The planned future increases in polygraph examiners, i.e., [] on-line examiners by January 1987, will permit a much more productive reinvestigation program (i.e., 25X1 approximately [] per year) in FY 1987 and years thereafter.

S E C R E T

25X1

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S E C R E T

OFFICE: Security

OBJECTIVE STATEMENT: Complete Phase I of 4C System by Integration of NSA, Navy, DIA Data (OS Objective 86-02)

RESPONSIBLE OFFICER: [Redacted]

SIGNIFICANT FUNDING AMOUNT: [Redacted]

DATE SUBMITTED: 1 November 1985

25X1
25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Enter SAFSP Data		o										
Enter Navy Data			o									
Enter DIA Data				o								
Enter NSA Data					o							
Plan Phase II							o					
Being Phase II Installation									o			

S E C R E T

OFFICE: Security
OBJECTIVE STATEMENT: To develop and maintain an Agency-Wide Security Awareness Reindoctrination Program
RESPONSIBLE OFFICER: (OS Objective 86-03)
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 17 October 1985

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Provide Special Presentation on Hostile Threat		o										
Develop Major Reindoctrination Program for Entire Agency Population	o-----o											
Present Major Reindoctrination Program for Entire Agency Population					o-----o							
Develop Component Awareness Briefings for Office Level Components										o-----o		
Present Component Awareness Briefings for Office Level Components during FY 87												o---
Develop Program for Regular Reindoctrination of Employees Moving from Trial to Staff Status				o-----o								o

S E C R E T

S E C R E T

OFFICE: Security
 OBJECTIVE STATEMENT: Automated Information Handling System Activities (OS Objective 86-04)
 RESPONSIBLE OFFICER:
 SIGNIFICANT FUNDING AMOUNT:
 DATE SUBMITTED: 1 November 1985

25X1
25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p><u>PROJECT SCIP</u></p> <ul style="list-style-type: none"> o Complete Office renovations, install Wang Alliance, upgrade communications <div style="border: 1px solid black; width: 150px; height: 50px; margin-top: 5px;"></div>		-----o	-----o	-----o	-----o							
<ul style="list-style-type: none"> o Perform Equipment Upgrade Evaluation to Include: <ul style="list-style-type: none"> - Wang Alliance Laser Printers - Hard Copy Facsimile Type Devices - Brief Case Computers 					-----o	-----o	-----o	-----o				-----o

25X1

S E C R E T

S E C R E T

Page 2 of 2
(OS Objective 86-04 cont'd)

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<p><u>PROJECT SIMS</u></p> <ul style="list-style-type: none"> o Biographic and Adjudicative Security Elements (SIMS/BASE) <ul style="list-style-type: none"> - Implement Security File Folder Tracking using Bar Coding Technologies - Incorporate Security Contractor Data (SECOND Replacement) 												
<ul style="list-style-type: none"> o Security Action Tracking System (SIMS/SATS) <ul style="list-style-type: none"> - Develop CAPER/OS On-line Data Base - Implement Phase 1 Prototype System (complete scoping and data base definition) - Implement Phase 2 Prototype System (hard copy and graphics reports definition; statistical, comparative analysis and forecasting) - Integrate SIMS/SATS into on-line SIMS Production Data Base 												
	<p>** FY-87 (to be scheduled) **</p>											

S E C R E T

25X1

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25X1

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S E C R E T

OFFICE: Security
OBJECTIVE STATEMENT: Develop a computerized statistical base for analyzing and managing Clearance Division case flow,
RESPONSIBLE OFFICER: (OS Objective 86-06)
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 1 November 1985

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Formalize methodology as it applies to applicant processing			0									
Expand methodology to include all of Staff and Operations Branch activities				0	-----	0						
Expand methodology to include remainder of Clearance Division							0	-----	0			
Expand CD process to include Polygraph and Security Records Division										0	-----	0

S E C R E T

S E C R E T

OFFICE: Security

OBJECTIVE STATEMENT: Upgrade Physical Security of Headquarters Compound and Outbuildings through FY 1988

RESPONSIBLE OFFICER: [Redacted]

(OS Objective 86-07)

SIGNIFICANT FUNDING AMOUNT: To Be Determined

DATE SUBMITTED: 16 October 1985

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Upgrade in Radio Communication equipment at Headquarters and Outbuildings during FY 86	(Oct 85 - Jan 86)											
Installation of New PASS Badge System during FY 86 and FY 87		(November 1985 - June 1987)										
Improvements to Perimeter Fence at Headquarters during FY 87							(March 1987 - September 1987)					
CCTV Upgrade at Headquarters and Outbuildings during FY 87 and FY 88							(March 1987 - January 1988)					
Hardening of Gates and Entrances at Headquarters and Outbuildings during FY 87									(June 1987 - September 1987)			

S E C R E T

OFFICE: Security

OBJECTIVE STATEMENT: Replace all FPOs at Headquarters, NPIC and currently planned outbuildings with SPOs during FY 86 and FY 87; accommodate New Headquarters Building SPO requirement during FY 87 (OS Objective 86-08)

RESPONSIBLE OFFICER: [Redacted]
 SIGNIFICANT FUNDING AMOUNT: To Be Determined
 DATE SUBMITTED: 16 October 1985

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
o Replace FPOs at Hqs and NPIC with SPOs - Assume all Hdqs posts [Redacted] - EOD [Redacted] Staff employees - Complete equip requirements - Assume all NPIC posts [Redacted] positions)			o		o			o	o			
o Replace FPOs at currently planned outbuildings with [Redacted] SPOs - Recruitment - Training - Deployment			o	o (December 1985 - December 1986)				o	o (May 86 - February 87)		o	o
o Accommodate new Hdqs Building SPO requirements [Redacted] positions) - Recruitment - Training - Deployment				o (Jan 87 - Mar 87)		o	o (Apr 87 - June 87)			o (July 86 - January 87)		
o Total Projected SPO Positions [Redacted]												

OFFICE: Security
OBJECTIVE STATEMENT: Establish New Directorate for Technical Security (OS Objective 86-09)
RESPONSIBLE OFFICER:
SIGNIFICANT FUNDING AMOUNT: N/A
DATE SUBMITTED: 1 November 1985

25X1

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Finalize Details of Charter, Functions of the Technical Security Directorate			o									
Establish Consolidated Budget				o								
Complete Management Level Staffing						o						
Consolidate in New Quarters						o						

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S E C R E T**OFFICE:** Security**OBJECTIVE STATEMENT:** To Publish Revised Security Requirements for Contractor SCI and Collateral Information Systems (OS Objective 86-12)**RESPONSIBLE OFFICER:** **SIGNIFICANT FUNDING AMOUNT:** N/A**DATE SUBMITTED:** 1 November 1985

Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Review current documents and identify areas to be revised		o										
Identify new technologies/issues to be addressed		o										
Update existing sections and write new sections						o						
Prepare documents for publication							o					
Send documents to P&PD/OL for printing								o				
Provide formatted document to OL/SS and OD&E/SS to include in Industrial Security Manuals.										o		
Disseminate to contractors as appropriate										o		

S E C R E T

OFFICE: Security

OBJECTIVE STATEMENT: Accredite a Local Area Network (LAN) and six computer systems for multi-compartmented processing (OS Objective 86-13)

RESPONSIBLE OFFICER: [REDACTED]

SIGNIFICANT FUNDING AMOUNT: N/A

DATE SUBMITTED: 1 November 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Evaluate technical and security capabilities of the LAN software	o											
Evaluate proposed LAN and system configuration		o										
Determine security requirements and modifications of LAN software and/or procedures				o								
Evaluate existing security in the systems which will be accessed via the LAN					o							
Provide security requirements for LAN and systems					o							
Review draft documents defining processing and security of LAN and systems							o					
Perform accreditation testing of LAN and systems										o		
Evaluate test results and accredit LAN and systems for multicompart- mented processing											o	

S E C R E T

S E C R E T

OFFICE: Security
OBJECTIVE STATEMENT: Perform computer security audits of industrial data processing facilities. (OS Objective 86-14)
RESPONSIBLE OFFICER: [redacted]
SIGNIFICANT FUNDING AMOUNT: [redacted] (Domestic TDY)
DATE SUBMITTED: 1 November 1985

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Activities Planned	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Perform audits at 40 contractor facilities.		o	-----	-----	-----	-----	-----	-----	-----	-----	-----	o
Monitor status of contractor facilities and revise audit schedule accordingly.			o			o			o			o
Evaluate audit schedule and prepare FY 87's audit schedule.						o			o			o

S E C R E T

18 NOV 1985

MEMORANDUM FOR: Deputy Director for Administration

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FROM:

[Redacted]
Acting Director of Security

SUBJECT: Office of Security Five-Year Plan
(FY 1986 - FY 1991)

REFERENCE: A. DDA Memorandum 85-1829/1, dated
19 July 1985, Subject: Directorate of
Administration Planning FY 1986 - FY 1991

B. DDA Memorandum 85-1829/10, dated
4 September 1985, Subject: FY 1986 Directorate
of Administration Goals and Assumptions

1. Per reference A request, attached is the Office of Security (OS) Five-Year Plan for FY 1986 - FY 1991. Appropriate adjustments have been made based upon current Directorate of Administration assumptions and goals and the plan is consistent with the current CIA Strategic Plan 1982 - 1992, including the 1984 Addendum.

2. The Office of Security Five-Year Plan consists of a combination of trackable FY 1986 objectives and a statement of primary goals for the entire five-year period. The OS Objectives are predicated upon the resources which will be available for FY 1986. We assume that resource allocations to the Office of Security will be sufficient to fulfill the major goals and objectives stated in reference B.

3. The yearly objectives chosen for FY 1986 include the following:

o Fill all occupational shortages within the Office of Security in FY 1986.

o Complete Phase I of the 4C System by integration of NSA, Navy and DIA data.

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- o Develop and maintain an Agency-wide security awareness reindoctrination program.

- o Continue phase introduction of Automated Information Handling Systems to Office activities.

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- o Conduct between Staff Reinvestigations.

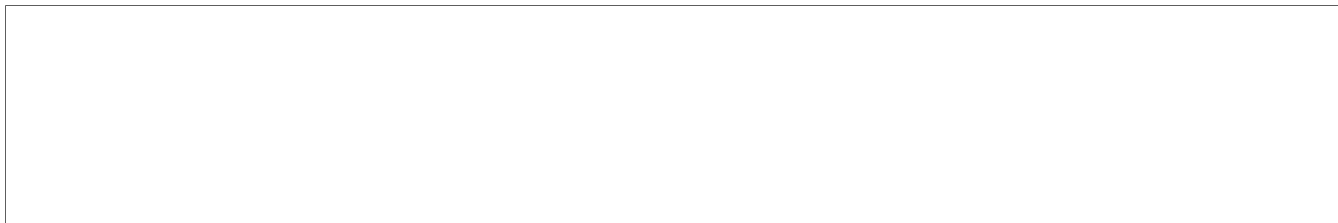
- o Develop a comprehensive computerized statistical data base for analyzing and managing Clearance Division case flow.

- o Upgrade physical security at Headquarters and outbuildings.

- o Replace Federal Protective Officers with Agency Security Protective Officers (SPOs) at Headquarters, NPIC, and currently planned outbuildings; accommodate new Headquarters Building SPO requirements.

- o Complete formation of new Technical Security Directorate.

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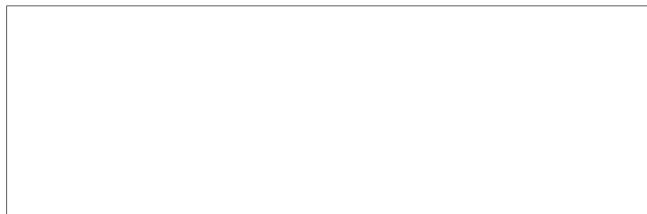


- o Publish a revision of the information system security policies and procedure sections contained in Sensitive Compartmented Information (SCI) and collateral industrial security manuals.

- o Accredit a local area network (LAN) system to be used for multicompartimented processing at a contractor facility and develop security requirements which will be applicable to other Agency contractors and to components within the Agency.

- o Perform appropriate number of computer security audits of industrial data-processing facilities which support computer systems using advanced technology.

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Attachments

ALL PORTIONS ARE CLASSIFIED SECRET

S E C R E T