

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DCI Report on Agency Contacts with the Hill

FROM:

Deputy Chief, Plans and Programs Staff, OL

EXTENSION

NO.

DATE

2 April 1982

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.

O/DL

2.

C/B&FB

3.

C/R&SB

4.

C/SAB

5.

C/P&TS

6.

C/PMS

7.

C/SS

8.

C/L&PLD/OGC

9.

C/LSD

10.

C/P&PD

11.

C/PD

12.

C/RECD

13.

C/SD

14.

C/BPS

15.

The attached is self-explanatory and was mentioned at the D/L Staff Meeting yesterday. Since the Plans and Programs Staff has been assigned the central OL point for collecting and reporting OL contacts with members of Congress and their staffs, please report such contacts to us by noon every Thursday. A simple telephone call will suffice and a negative response would be appreciated.

Thanks.



ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DCI Report on Agency Contacts with the Hill

FROM:

EO/DDA
7D-18 Hqs.

EXTENSION

NO.

DDA 82-0751/2

DATE

26 March 1982

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. D/Communications

2. D/Data Processing
2D-00 Hqs.

3. D/Finance
1212 Key Bldg.

4. D/Information Services
1206 Ames Bldg.

5. D/Logistics

6. D/Medical Services
1D-4061 Hqs.

7. D/Security
4E-60 Hqs.

8. D/Training & Education
1026 CofC

9. SSA/DDA
7D-10 Hqs.

10. IHSA
6D-5317 Hqs.

11. CMO
7C-18 Hqs.

12. C/Safety Staff

13. DDA/EEO
6E-2917 Hqs.

14. DDA/MS
7D-10 Hqs.

15.

All:

As I mentioned at the DDA Staff meeting on 24 March, the attached memorandum is being forwarded to you to provide you with the specifics that we have been requested to forward to the Director, Office of External Affairs on a biweekly basis beginning Friday, 26 March.

Would you please provide your input to me by close of business the preceding Thursday so that I can prepare a consolidated report.

Should you not have any contacts to report, a telephonic response is requested.

Att
DDA 82-0751

JL 2 1391

DD/A Registry
82-0751

18 March 1982
OEXA: 82-0736

MEMORANDUM FOR: Executive Director
Deputy Director for Operations
Deputy Director for Intelligence
Deputy Director for Administration ✓
Deputy Director for Science and Technology
Director, Intelligence Community Staff
Chairman, National Intelligence Council
Comptroller
General Counsel
Inspector General

FROM: Director, Office of External Affairs

SUBJECT: DCI Report on Agency Contacts with the Hill

1. The DCI has asked the Director of External Affairs to report to him biweekly on all Agency contacts with Members of Congress and their staffs. The Director would like the report to include the person making the contact, the person contacted, the date of the contact, and the subject matter discussed.

2. External Affairs will submit the first report to the Director on Tuesday, 30 March and will submit one thereafter every other Tuesday.

3. I would appreciate your notifying my office of any such contacts that have not been funneled through the Office of External Affairs by COB Friday, 26 March, covering the current two-week period, and a follow-up report every other Friday thereafter. Please report the contacts to [redacted] of my staff [redacted], who will prepare the reports. I would appreciate your designating a point of contact in your office, as appropriate.

4. Please call me or my Deputy, [redacted] if you have questions.

5. I appreciate your cooperation.

[redacted]

cc: DCI
DDCI
SA/DCI/IA

OL 2 1331