

### ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Committee to Develop Alternative Systems for Traffic Control at CIA-HQS.

FROM: *+ Draft Charter*

EXTENSION

NO.

C/LSD  
3E14, HQS

DATE

27 July 1983 *83-0311/48*

STAT

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

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

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

1. C/NBPO  
Room 4E50  
HQS.

*1-2,3: FYI*

~~2. *20/DOA*  
*ADDA*~~

*1 AUG 1983*

*1 AUG 1983*

*[Signature]*

*Revised Charter also attached.*

3. *A/DOA*

*1 AUG 1983*

*[Signature]*

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4. *D/L*

*[Signature]*

5.

6. *C/NBPO*

*[Signature]*

7.

8.

*To 6 - suggest para d. under procedures drop the last 2 words and under termination might want to use "dissolution" vice "deestablish"*

STAT



13. File: *Traffic Cte.*

STAT

*ADDA*  
AUG 2 1983

14.

15.

83-2311/68

27 July 1983

MEMORANDUM FOR: Chief, New Building Planning Office

FROM:

[Redacted]

Chief, Logistics Services Division, OL

STAT

SUBJECT:

Committee to Develop Alternative Systems  
for Traffic Control at CIA Headquarters

*Handwritten initials*

1. At the request of the Deputy Director for Administration (DDA), the undersigned was asked to organize a committee to develop alternative systems for traffic control at CIA Headquarters. It was decided that representatives from the Safety Group, Headquarters Security Branch, Space Maintenance and Facilities Branch of Logistics Services Division, and the undersigned would meet and consider the problems.

2. Areas to be discussed are as follows:

- . Use of color-coded parking permits which will only authorize access to the compound through specific entrances.
- . Parking lots to be blocked to permit entrance or exit to them from specific gates.
- . Restrict access to new parking garage from Parkway entrance only.
- . Encourage use of carpools and limit their access to specific entrances.
- . Expand shift work hours.
- . Survey the home locations of all employees and consider assignment of parking passes which will require entrance through specific gates. Re: MD, DC, and Arlington, Alexandria through Parkway gate.

3. Further information will be made available to you on the above matter in the near future.

[Redacted]

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CIA Traffic Advisory Committee

PURPOSE: The CIA Traffic Advisory Committee has been created to address the concerns of the McLean Community, The State of Virginia, the U.S. Park Service, and the CIA regarding the traffic analyses and subsequent off-site traffic engineering associated with the expansion of the CIA Headquarters.

MEMBERSHIP: As the responsible and accountable agent for the project, the Deputy Director for Administration, CIA will designate the Chairperson. Membership will consist of a designated representative to speak for the:

- a. McLean Citizens Association
- b. Virginia Department of Highways and Transportation
- c. George Washington Parkway, U.S. Park Service
- d. National Capital Planning Commission
- e. Central Intelligence Agency

PROCEDURES:

- a. Meetings will be scheduled at major milestones during the study and design of road improvements. Exceptional meetings may be called at the request of any member with the concurrence of a majority.
- b. The Chairperson will be responsible for establishing meeting schedules and locations.
- c. The Chairperson will be responsible for disseminating meeting agendas and pertinent background information to Committee members no less than five working days preceding the scheduled meetings.
- d. The CIA will provide a recording secretary and assume responsibility for preparation and dissemination of meeting minutes. These minutes will contain summary statements regarding issues discussed, positions taken, and recommended actions. ~~Draft copies of the minutes will be circulated to committee members for comment before forwarding to the CIA Deputy Director for Administration for formal approval. Members will be provided copies of approved minutes.~~
- e. It is the responsibility of Committee members to reflect the official positions of their sponsoring organizations. It is expected that members will prepare positions on agenda items prior to scheduled meetings.

RESPONSIBILITIES: The Committee will have no directive authorities as applied to design or construction of roads or CIA facilities. The responsibilities are solely advisory in nature to insure that concerns relative to traffic flow and road modifications are brought to the attention of the appropriate organization for consideration in design and construction.

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*disolved (!)*

TERMINATION: The Committee will be ~~disestablished~~ by the Deputy Director for Administration, CIA, upon completion of design of road modifications

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