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CIA-RDP91-00981R000100010008-6

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Release 2013/01/28 : 3LIP' | 15 Aug 88  
CIA-RDP91-00981R000100010008-6

D/OL

ROOM NO.

BUILDING

STAT 2C02

REMARKS:

FROM:

D/OIT

ROOM NO.

BUILDING

EXTENSION

STAT 2C02  
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Release 2013/01/28 : ACES FORM 36-8  
WH MAY BE USED. (47)

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ADP

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OIT-0822-88  
15 AUG 1988



MEMORANDUM FOR: Deputy Director for Administration

VIA: Director of Logistics

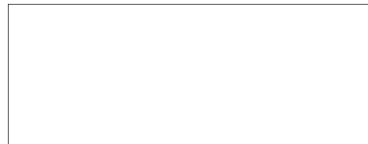
FROM: Edward J. Maloney  
Director of Information Technology

SUBJECT: Senior ADP Acquisition Executive [redacted]

REFERENCE: Your memo to the IG, undated, Subject:  
Review of ADP Acquisition Procedures (DA 88-1178)

1. With respect to the reference, we recommend that the Chief, Management Services Division, Management Group, OIT be designated as the Agency focal point for ADP acquisitions. The focal point officer's responsibilities will include designing and implementing a streamlined version of the existing ADP management review (as specified in Headquarters Regulation [redacted], and maintaining status on ADP procurement actions. The Office of Logistics through its contracting officers will maintain its existing responsibility for business management. Contracting Officers will receive new financial management guidelines, currently under development by OL. This increased financial review should satisfy Congressional concerns with the cost-effectiveness of CIA ADP acquisitions. We, in turn, will work with the Office of Logistics and Office of Security, the key players in ADP acquisition, to develop expedited overall procedures that also provide better status visibility. [redacted]

2. [redacted] is the Chief, Management Services Division, and will have the responsibility for designing and



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25X1 SUBJECT: Senior ADP Acquisition Executive [redacted]

25X1 implementing the new streamlined procedures. OIT will take the lead in  
25X1 revising [redacted]. The revised [redacted] will clarify the process for the  
25X1 customer community. Our goal will be to have the new [redacted] coordinated  
Agency-wide, and on your desk for signature by 1 January 1989. We will keep  
you informed of our progress.

[redacted signature box]

Edward J. Maloney

Concur:

25X1 [redacted signature box]

Director of Logistics

30 AUG 1988

Date

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25X1

SUBJECT: Senior ADP Acquisition Executive

25X1

DC/MG/OIT  (15 Aug 88)

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S E C R E T

LOGGED

DA 88-1178

MEMORANDUM FOR: Inspector General

FROM: R. M. Huffstutler  
Deputy Director for Administration

SUBJECT: Review of ADP Equipment Acquisition Procedures

1. Attachment A contains comments from the Office of Information Technology (OIT) suggesting clarifications and changes in tone that we believe would improve the subject report.

2. In addition, OIT is currently working with your Audit Staff to reconcile differences regarding lease data presented in your report.

3. I agree with your recommendation to name a senior officer with Agency-wide responsibility for ADP acquisition and am in the process of exploring who that person should be and what role/responsibilities/authorities that person should have.

4. We suggest deleting Recommendation 2, first, because it is impractical, and, second, because subsequent research indicates that the Agency currently has no significant leases of ADP equipment valued at less than \$1.0 million.

5. We understand the Comptroller's office has briefed the HAC Staff on the points included in Attachment B. We believe these points should be the basis of the report that goes to Congress. If Congress intends to drive us toward using the ADP equipment acquisition procedures that your report describes are in place at NSA, we believe they provide us sufficient flexibility to meet our unique needs.

25X1

[Redacted signature box]

*R. M. Huffstutler* ✓

Attachments  
As stated

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[Redacted box]

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