

S-E-C-R-E-T

25 March 1960

MEMORANDUM FOR THE RECORD

SUBJECT: Minutes of Planning Group Meeting
15 March 1960

PRESENT




COMPONENT

O-DD/P
O-DD/P
O-DD/P
Cable Secretariat
OCI
OCI
OCR
OCR
O-DD/S
MGT/S
MGT/S
OC
OS
OTR


25X1A

1. Supplementary Notes on Topics Discussed at Previous Meeting

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 added the following to the papers on logging and coding prepared for the 1 March meeting of the Planning Group:

STATINTL

(a) The Central Reference Advisory Group (CRAG) has released a study, approved by the Office of Security, recommending that  be revised so that OCR disseminated material classified below TOP SECRET need no longer be logged elsewhere within the Agency unless the material is registered, controlled by special security systems, or contains "restricted data."

(b) A working group of the USIB Committee on Documentation (CODIB) has just finished a revision of the Intelligence Subject Code and has reduced the number of entries from 15,000 to 5,000.

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2. Intelligence Watch Officer Group

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(a) [redacted] supplemented his IWOG paper by saying that the creation of the watch officer group makes it even more important now than before for DD/P to "educate" reports officers that their job is reporting, not analysis, and that speed is preferable to editorial polishing. More needs to be done also in "educating" the field in how to prepare reports initially.

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(b) [redacted] expressed the hope that we can "look to the day when the field will prepare fully disseminable reports."

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3. Present Status of [redacted] System

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(a) [redacted] remarks on the preceding topic led into an extended discussion of the present status of the [redacted] system. It was noted that [redacted] are now being originated from [redacted] and will very shortly come from [redacted] and [redacted] as well.

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(b) To date, the [redacted] which comprise the great majority of all those received, have been of relatively low quality. [redacted] expressed concern over this latter point, saying that, while it was all right for the [redacted] system to employ low grade material in "proving itself," we have now passed that point and will be judged from here on by our "product." He asked what the prospects are for increasing the quality of the [redacted] reports.

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(c) [redacted] strongly supported the view that, unless the quality of [redacted] material improves, the reputation of the system will be seriously damaged.

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(d) [redacted] pointed out some of the special screening problems confronting a station that handles liaison reports, since the latter include items from all over the world. It is not unnatural for a reports officer [redacted] for instance, to overestimate the value of information on a topic or area outside his particular competence; and it is not feasible to augment the reports staffs at such installations with area and subject specialists. Therefore, we can always expect some "slippage" in dealing with this problem.

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(e) [redacted] shared the opinion that the overall quality of [redacted] reporting will rise considerably when volume improves at [redacted] become active.

(f) [redacted] asked why the [redacted] system is being extended to a [redacted] that has the KW-26. It was his impression that [redacted] were to be pouched or airmailed from originating stations; otherwise the reports might just as well come in as cables. [redacted] answered that, so long as the [redacted] are transmitted from [redacted] on "free time" (the KW-26 operates continuously on its own special circuit) and do not interfere with cable transmissions, there are no disadvantages in this practice; and there are inherent procedural advantages as compared with the TDCS system for cable reports. Moreover, [redacted] is a key reporting point, and it is a big step forward to tap into its "mid-priority" intelligence reports--i.e., those not "hot" enough to burden cable channels, but yet perishable enough to warrant rapid handling.

(g) [redacted] noted that IWOG exercises releasing authority for incoming cable reports and asked whether some such arrangement might be extended to [redacted] replied that this is a question which must some day be answered. DD/P is now receiving from the field about 4,000 reports a month. When the [redacted] system begins to handle an appreciable part of this volume, several important procedural and organizational problems must be dealt with. [redacted] urged that some advance planning be started pretty soon with respect to these problems. But [redacted] expressed the view that such planning would be premature at this time, especially since DD/P has no plans to purchase new equipment to extend the [redacted] system before FY'62.

(h) [redacted] then summarized the main points bearing on the present status of the [redacted] system. Until new equipment becomes available in about 2 years, there is no intent to have the Cable Secretariat process [redacted] except to reproduce and disseminate those which Area Divisions put in TDCS format; this is true whether the report comes electrically or by pouch. When the new equipment is put in use, a new means of processing [redacted] will have to be worked out. Meanwhile, the coding and other special handling have been dropped and the [redacted] system is a DD/P--Commo problem, of concern to the Planning Group only if it is asked to review some aspect of the system.

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25X1A (i) [redacted] stated that DD/P is now estimating its FY '62 budget requirements and will probably seek some indorsement or opinion from the Group with respect to the equipment to be planned then for the [redacted] system.

4. Automation in [redacted] 25X1A

25X1A [redacted] added to his paper merely the comment that automation is still a "baby" in [redacted] but should prove to be extremely helpful. 25X1A

5. New Evaluation Form

25X1A (a) [redacted] said that current regulations call for a "fair cross section" of CS reports to be evaluated. [redacted] would like to see this happen to about 30% of its reports (in categories which [redacted] enumerated) as against the present rate of 15%. 25X1A

25X1A (b) [redacted] offered the opinion that [redacted] batting average would improve if customers get a better idea of what happens to their evaluations. 25X1A

6. The Chairman indicated that the next meeting of the Group should be held in about a month.

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[redacted]

Secretary

Distribution:

- 1 - DPD-DD/P
- 1 - O-DD/I [redacted] 25X1A
- 1 - IG Staff [redacted]
- 25X1A 1 - [redacted]
- 1 - SPA-DD/S
- 3 - D/CO
- 25X1A 1 - [redacted]-DD/P 25X1A
- 2 - OS [redacted]
- 2 - MGT/S
- 1 - Cable Secretary 25X1A
- 1 - O-DD/C [redacted]
- 1 - OCI [redacted]
- 1 - ORR [redacted] 25X1A
- 1 - OCR
- 3 - OTR

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