

INTERAGENCY OPERATING PROCEDURE

<u>NO.</u>	<u>TITLE</u>
1.....	Briefing of Service Attaches by the Central Intelligence Agency
2.....	Conferences with U. S. Government Officials Returning from Abroad
3 .....	Non-Governmental Visitors Interested in Intelligence Matters

APPROVED FOR RELEASE  DATE:  
26-Aug-2008

HR 70-14  
(U)

IOP 3

~~SECRET~~

15 August 1950 (Replacing 4 August 1950 agreement)

~~L. R. HOUSTON~~ *LPH*

~~W. I. PFORZHEIMER~~ *W*

~~J. B. KELLEY~~

~~G. W. PRICE~~

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~~J. J. BIERBOWER~~ *B*

INTERAGENCY OPERATING PROCEDURE NO. 3

SUBJECT: Non-Governmental Visitors Interested in Intelligence Matters

AGENCIES PARTICIPATING IN THIS AGREEMENT:

Central Intelligence Agency  
Department of State  
Department of the Army  
Department of the Navy  
Department of the Air Force

1. To protect the operations of the Intelligence Agencies of the Government from undue penetration by non-official visitors who wish to furnish positive foreign intelligence or related operational information or to present proposals involving intelligence or intelligence activities, a focal point is established in each Agency to receive such visitors to discuss the information or service they wish to impart. Internal procedures will govern how this information, etc. is to be used within the interviewer's Agency.

2. If the interviewing office decides this information is of value to another Agency or if the individual might be useful to another Agency, he will be referred to the appropriate office of the appropriate Agency rather than to individuals or to other sections of the intelligence agencies. If the interviewing official is in doubt about the appropriate Agency, the visitor may be referred to CIA's office for consideration.

3. The office in CIA handling such matters is:  
Deputy Chief, Contact Division, Office of Operations  
Room 149, South Building (telephone extension 2265)

The State Department office is:  
Room 108, State Annex 1 (telephone extension 4603)

The Department of the Army office is:  
Asst. Chief of Staff, G-2  
Room 2C463, The Pentagon (telephone extension 55509)

The Department of the Navy office is:  
Op-32B2  
Room 5C569, The Pentagon (telephone extension 55333)

The Department of the Air Force office is:  
Office of the Executive, Directorate of Intelligence  
Room 4A932, The Pentagon (telephone extension 54738)

IOP 3

~~SECRET~~

15 August 1950 (Replacing 4 August 1950 agreement)

~~RESTRICTED~~

OFFICE OF OPERATIONS

Presentation Notice No. 62

L. R. HOUSTON  
J. P. FORZNE  
J. B. KELLEY  
L. W. PRICE  
~~R. S. HARPER~~  
J. J. BIENBOWER

*This could have been  
stronger.*


15 March 1951 .

SUBJECT: Security Agreements for Conferences with U. S. Government Officials

1. In about a week, but no later than 1 April 1951, all persons who attend conferences with U. S. Government officials who return from abroad will be required to sign a security agreement for each such conference. This signing will be done at the door as persons are checked in.

2. This requirement on the part of persons representing the Intelligence Organizations of State, Army, Navy, and Air Force Departments is covered in Interagency Operating Procedure No. 2, dated 17 July 1950, subject: "Conferences with U. S. Government Officials Returning from Abroad." The requirement for persons in CIA is to be published as part of CIA Regulation No. 50-2 which, when published, will be effective 1 April 1951.

2. It is requested that those who normally circulate presentation notices take steps to give as wide a circulation as possible to the attached sample security agreement among personnel of the various CIA offices who are eligible to attend these conferences. This is believed advisable in order that persons who attend conferences will know in advance the contents of the agreement they will be expected to sign.

  
L. E. FORANDA

CONFERENCE WITH U. S. GOVERNMENT OFFICIAL RETURNING FROM ABROAD

NAME and TITLE of OFFICIAL: \_\_\_\_\_

DATE, TIME, and PLACE of CONFERENCE: \_\_\_\_\_

SECURITY AGREEMENT

I, the undersigned, having already been certified as cleared for TOP SECRET by the Department or Agency which I represent, understand that my participation in this conference entails on me special security responsibilities. I understand that this conference is classified and that the official whose name appears above has been requested to give his personal, uninhibited and informal views and opinions on the areas and subjects to be discussed. Therefore, I agree to the following special security precautions:

a. To give appropriate classification to items of intelligence information derived from this conference, and, if necessary, to disseminate them only on a strict need-to-know basis within my own Department taking every precaution to protect the source.

b. To make no dissemination of personal views or opinions expressed at this conference, and to make use of such personal views or opinions only in the evaluative process of intelligence production, without revealing their immediate source.

c. To ask no questions about clandestine operations nor about clandestine sources of any U. S. intelligence organization.

I understand, in conclusion, that my signature affixed hereto constitutes a record of my attendance at this conference, and that any indication of even an inadvertent unauthorized disclosure of matters discussed hereat will result in a thorough investigation.

NAMES AND AGENCY

SIGNATURE

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\_\_\_\_\_  
\_\_\_\_\_