

CONFIDENTIAL**Office Memorandum • UNITED STATES GOVERNMENT**

TO : ICAPS

DATE: 5 November 1946

FROM : Assistant Director for Collection and Dissemination

SUBJECT: Liaison Requirements

1. Pursuant to your memorandum of 23 October, statements of OCD liaison requirements are herewith furnished.

2. a. The three inclosures (Tabs R, C and D) show the contacts established outside CIG (by name, agency, and purpose in each case).

b. Anticipated requirements for additional liaison contacts are as follows:

- (1) Requirements Branch: The Requirements Branch will have to maintain contacts with many additional government departments and agencies concerned with national security in order to carry out its prescribed functions (see paragraph d (1), below). This will require successive informal approaches to a wide circle of offices, to be undertaken as rapidly as adequate personnel become available to the Requirements Branch. A formal study to determine which agencies should be contacted has been held in abeyance for lack of personnel. Until the initial exploratory conversations have been held with the many federal offices likely to require intelligence or intelligence information, it will not be possible to determine a precise permanent list.
- (2) Collection Branch: The Collection Branch will have to maintain contacts with many additional government departments and agencies concerned with national security in order to carry out its prescribed functions (see paragraph d (2), below). As in the case of the Requirements Branch, the ultimate list of contacts will be a product of ~~evaluation~~ during operating experience. Needs for intelligence information are frequently urgent; in such cases the Collection Branch may have to establish direct contact with an unforeseen source as a matter of urgency.
- (3) Need for extensive additional contacts by the Dissemination Branch is not anticipated at this time.

c. Internal control of liaison activities is maintained by the three branch chiefs of OCD, under general supervision of this office. A measure of decentralization to branch chiefs is essential in order to assure prompt collection and dissemination.

d. Authorization for establishing existing contacts.

APPROVED FOR
RELEASE DATE:
26-Aug-2008

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The established OCD contacts are necessary to carry out the prescribed functions of the office and its branches. Pertinent extracts are quoted as follows;

(1) Requirements Branch:

"2. By continual surveys and contacts among the Federal agencies concerned with national security, ascertains what intelligence information and intelligence they need but cannot supply from their respective resources."

"4. Determines whether collection and dissemination accomplished by CIG action has been adequate to satisfy the requirements of authorized agencies."

"5. In accordance with the overall policies prescribed by the Office of Security, CIG, controls the classification and declassification procedures, and other requisite security control measures, relative to the collection and dissemination by CIG of intelligence information and intelligence."

(2) Collection Branch:

"2. In accordance with requirements defined by the Requirements Staff:

* * * * *

b. Effects the timely procurement of collected intelligence information and intelligence, and arranges for its prompt delivery to the Dissemination Branch for appropriate distribution.

c. Maintains an appropriate follow-up system to insure full compliance with collection directives."

"3. Constantly analyzes and assesses the technical capabilities and limitations of agencies to obtain and make available adequate intelligence information or intelligence upon request."

"8. Maintains appropriate contacts within CIG and with other government agencies on procurement matters."

e. General: Some of the existing contacts were inherited from the former Office of Collection (Col. Cunningham). Others pre-dated ICAPS Operations Memorandum Number 1, and had already been established in accordance with approved functions of the former Office of Dissemination. The contacts pertaining to scientific intelligence resulted from a memorandum from the Office of Dissemination to the Executive Director, dated 16 August, outlining a Top Secret request initiated by the Joint Research and Development Board. The contact with the Manhattan Engineering District was specifically directed by Col. Wright. All the contacts are considered necessary in order to accomplish the daily operating responsibilities of CIG.


C. E. OLSEN

Captain, U. S. N.
Asst. Dir. for Collection and Dissemination

3 Incls:
TABS R, C & D

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TAB C

5 November 1946

CONTACTS ESTABLISHED BY COLLECTION BRANCH

a On general collection matters:

- (1) Office of the Chief, Intelligence Group, Office of the Director of Intelligence, WDGS (Col. Riley F. Knnis).
- (2) Chief, Library Branch, Office of the Assistant Chief of Air Staff - 2, AAF (Lt. Col. John R. Murphy).
- (3) Chief of Collection and Dissemination Branch, Office of Chief of Naval Intelligence (Capt. R. M. MacKinnon, U.S.N.).
- (4) Director, Office of Intelligence Collection and Dissemination, Department of State (Mr. George R. Fearing).

b On scientific and technical intelligence collection matters:

- (1) Chief, Scientific Branch, Intelligence Group, Office of the Director of Intelligence, WDGS (Col. R. L. Snider).
- (2) Chief, Collection Branch, Office of the Assistant Chief of Air Staff - 2, AAF (Lt. Col. G. D. Garrett).
- (3) Chief, Technical Intelligence Center, Office of Chief of Naval Intelligence. (Capt. F. R. Duborg, U.S.N.)

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TAB D

CONTACTS BY DISSEMINATION BRANCH

a. State Department.

Mr. Frederick Kilgour, Deputy Director, Office of Collection and Dissemination (OCD) to ascertain if a visit by a member of the Dissemination Branch to survey the OCD dissemination procedures would be agreeable.

b. Navy Department.

Captain Guy B. Helmick, USN, Office of Naval Intelligence and Mr. Jay Murphy, Latin American Branch, ONI, for recommendations on prospective recruits for Dissemination Branch.

c. War Department.

Col. P. H. Lash, Office of the Director of Intelligence, WDGS to ascertain if a visit by a member of the Dissemination Branch to survey the Reading Panel would be agreeable.

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5 November 1946.

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TAB R.

CONTACTS MAINTAINED BY REQUIREMENTS BRANCH

a. War Department

- (1) Colonel Carter Clarke, re security controls.
- (2) Colonel Leslie Forney, re security controls.
- (3) Colonel Richard Collins, re intelligence requirements.
- (4) Colonel A. L. Snyder, re intelligence requirements.

*Deputy Director
Int Sec, WDCS
Chief, Security Group
Chief, Materiel Eval
Asst. Dir. Sec. Br.*

b. Army Air Forces

- (1) Maj. Gen. George C. McDonald, re intelligence requirements and security controls.
- (2) Lt. Col. K. A. Garrett, re intelligence requirements.
- (3) ~~Lt. Col. David Christenson, re security controls.~~

*- A-2
Tech. Br. A-2
[unclear]*

c. Navy Department

- (1) Commander F. R. Braid, re intelligence requirements.
- (2) Mr. J. H. Alberti, re intelligence requirements.
- (3) Dr. A. K. Brewer, re intelligence requirements.

*- Sec. Br
- Sec. Br
- " "*

d. State Department

- (1) Mr. Richard Fearing, re intelligence requirements.
- (2) Mr. Bromley Smith, re dissemination survey.

*- OCD
- Inf Office to At. Secy*

e. Joint Security Control

- (1) Colonel James K. Cockrell, re security controls.
- (2) ~~Lt. Col. E. McGarragh, re security controls.~~

f. Joint Research and Development Board

- (1) Mr. Ralph L. Clark, re intelligence requirements.

g. Manhattan Engineering District

- (1) Colonel L. E. Seeman, re requirements.

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TOP SECRET

October 23, 1946

MEMORANDUM FOR ASSISTANT DIRECTOR, COLLECTION AND DISSEMINATION
ASSISTANT DIRECTOR, RESEARCH AND EVALUATION
ASSISTANT DIRECTOR, OPERATIONS

1. Reference is made to GDS Operations Memorandum No. 1, 3 September, 1946.

2. There have been recent indications on the part of some other Government agencies that direct liaison is being established from GDS operating levels on the broad a basis to insure adequate control.

3. It is requested that you furnish to this office by 5 November your liaison requirements, showing:

a. Existing requirements by name and agency, and for what project or purpose in each case.

b. Known or anticipated additional requirements, including projects or purposes.

c. Internal control of liaison activities.

d. Authorization for establishing existing contacts.

4. To insure against liaison activities involving in effect, handling activities and in provide essential project coordination of operational effort, the provisions of Operations Memorandum No. 1 should be strictly applied with by all concerned.

DAVID BOARD

Chief, Interdepartmental Coordination and Planning Staff

TOP SECRET

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TAB "B"

Additional Requirements for Interdepartmental Liaison

1. In general, additional requirements for interdepartmental liaison by ORE will be responsive to specific projects or purposes originating within ICAPS, stimulated by activities of the Intelligence Advisory Board, or will be based upon future revisions of the mission of ORE.

2. Specifically, it has been proposed that Branch Chiefs be authorized direct contact with their opposite numbers within the Office of Special Operations, CIG, and the Army Security Agency. Planning Staff, ORE, will undertake the analysis of this problem and will submit pertinent recommendations to ICAPS at a later date.

3. At such time as the Reference Branch becomes operational a requirement will exist to establish effective loan agreements for books, magazines, and periodicals with other libraries. In this respect Planning Staff will prepare a plan to be submitted to ICAPS for approval prior to implementation.

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TAB "C"

ORE Internal Control of Liaison Activities

1. Planning Staff, ORE, has the assigned responsibility for coordinating the external relations of ORE with ICAPS, other CIG Offices, the State, War, and Navy Departments and other Governmental and civilian organizations.

2. With respect to Intelligence Working Level Contacts, Planning Staff, ORE, with the prior knowledge and consent of ICAPS, negotiated agreements as to procedures with the intelligence agencies of State, War, and Navy Departments. Except for A-2, with whom negotiations are still pending, each agency has approved the ORE procedures and has designated the individuals within each agency responsible for controlling contacts with ORE. Copies of pertinent correspondence are included under Annex No. 1 to Tab "C".

3. Salient features of current procedures referred to in paragraph 2 above, are summarized as follows:

a. Branch Chiefs in ORE have been delegated authority to arrange for the introductions of personnel to their opposite numbers in State, War, and Navy Departments.

b. While unrestricted access to personnel of opposite number in State, War, and Navy Departments is authorized to specified personnel within ORE, only Branch Chiefs are empowered to initiate requests for assistance involving the preparation of written material. Such requests must be prepared for the signature of the Assistant Director for Research and Evaluation.

c. In each case, State, War and Navy has designated officers with whom ORE Branch Chiefs can arrange for, or resolve problems arising out of ORE liaison activities.

4. Except for contacts discussed under paragraph 2 above, it is believed that further delegations of authority within ORE to conduct liaison are unnecessary and undesirable at this time. It cannot be emphasized too strongly, however, that further administrative restrictions, other than those which are currently in effect, would hamper the branches of ORE in the fulfillment of the over-all ORE mission.

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5. Consensus of Staff and Branch Chiefs of ORE regarding internal control of liaison activities is summarized as follows:

a. Existing control procedures as described above are eminently satisfactory, effective, and consistent with security regulations.

b. Branch Chiefs exercise direct control over liaison activities delegated to them, under general supervision, and with assistance of Planning Staff, ORE.

c. The provisions of Operations Memorandum No. 1 are being complied with.

Incl.

Annex No. 1, Three Memoranda for Branch Chiefs
Liaison Procedures with State
Liaison Procedures with I.D., WDGS
Liaison Procedures with ONI
Replies from State, I.D., WDGS and ONI

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