22 July 2016

MEMORANDUM FOR: (b)(3)

FROM: (b)(3)

SUBJECT: The Last CDC Weekly: (U) CIA Declassification Center Weekly Report 14 - 20 July 2016

REFERENCE:

Classification: UNCLASSIFIED//~~AIUO~~

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(U) The Last CDC Weekly: CIA Declassification Center Weekly Report 14 - 20 July 2016
(U) Of Management Interest
(U//~~AIUO~~) This is the last CDC Weekly Report due to the disestablishment of the CIA Declassification Center under the new IRRG Realignment.   May CDC live on in the hearts and memories of the almost⎯⎯staff and contractors who served in it over the last 20 years and in the ⎯⎯pages of declassified CIA records on the CREST System at NARA. Thanks to all current and past CDCers for your superb work during these many years.⎯⎯   (b)(3)
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(U//~~AIUO~~) The 31 Dec 2016 Deadline:
(U//~~AIUO~~ The thermometer charts below provide a measure of completeness against the CIA records that must be reviewed by 31 December 2016 (records that have reached either their 25-year deadline or their 50-year deadline). Against the 25-year deadline, for example, these records include hardcopy CIA records dated through 1991, special media dated through 1986 and CIA Presidential Library (PL) material and any external referrals (to CIA) due in 2016 outside the National Declassification Center (NDC).   (Referrals for CIA at the NDC are excluded due to the NDC procedures. NDC now controls the review deadlines at NARA per the EO but has just begun to establish deadlines for this NARA material. NDC also controls the deadlines for PL material and has explicitly established deadlines for a subset of the material dubbed Priority.) The charts below include PL Priority deadline material or a nominal 3-year deadline for other PL material. Though, notionally, missing the deadline may result in automatic declassification for AARC material or external referrals to CIA outside of the NDC, that is not the

case for PL Priority or the non-priority PL based on current NDC procedures. The first chart reflects data current through **16 July 2016** and reflects prior FY efforts against 31 December 2016 material. The second chart also reflects data current through **16 July 2016** but reflects the status of chart #1 31 December 2016 material beginning in FY 2016.

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(U//~~AIUO~~) The first three thermometers measure progress against certification for material being processed manually (for accession to NARA or exemption) and via automated system (for delivery on CREST at NARA or via the RAC Program to the Presidential Libraries). The fourth thermometer measures overall progress (manual + automated). As in other "Thermo" charts, the targets are above the thermometer; the current pages processed to date is provided below the thermometer; the height of the thermometer represents pages processed to date graphically; and at the right are tick marks that divide the target into   equal weekly sub-targets. The horizontal line ("slider") indicates the number of pages that should be completed by the current week of the FY assuming a linear production rate. Above the slider is good; below indicates more work to be done.
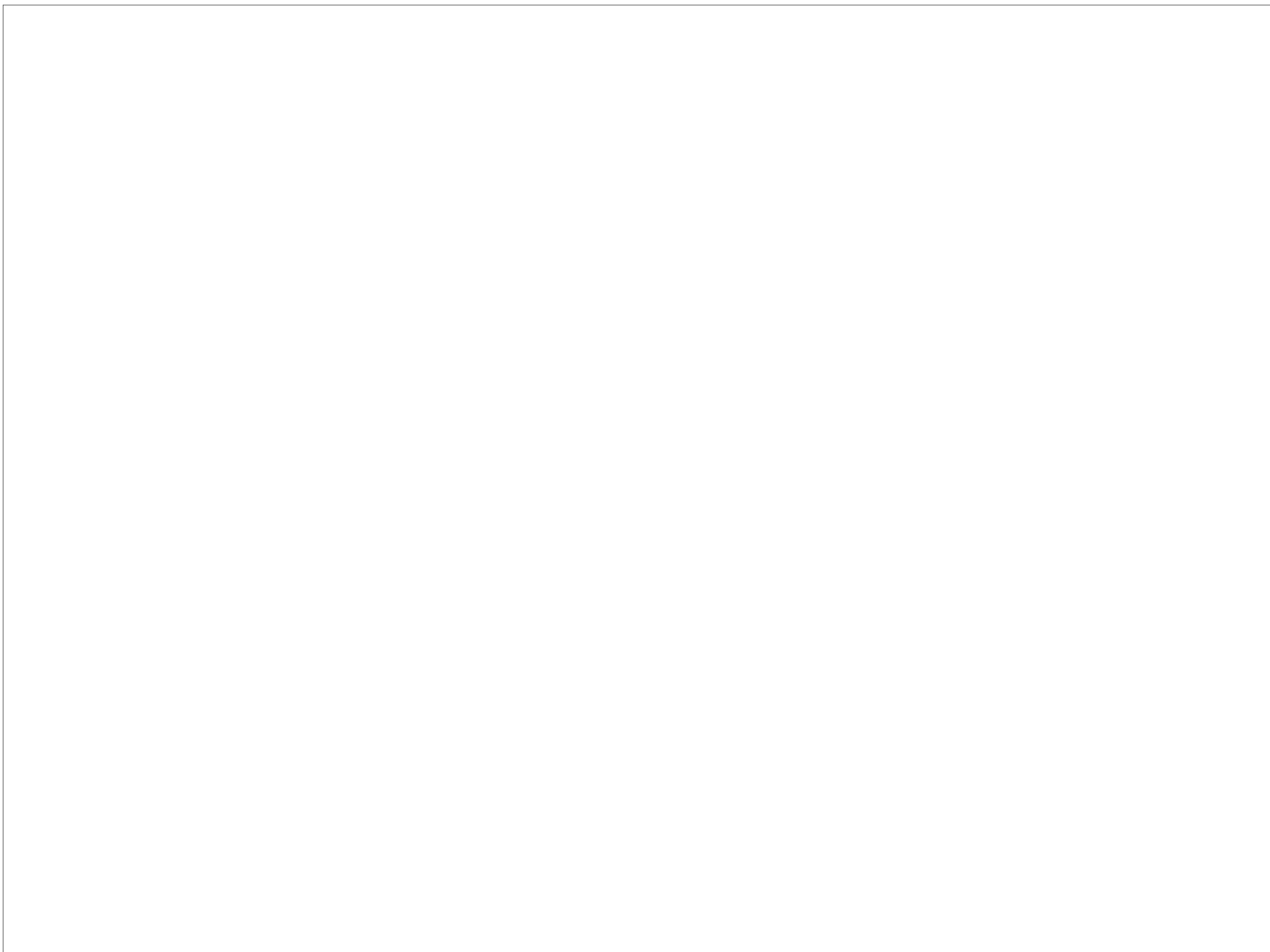
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(U//~~AIUO~~) You may notice that the target numbers at the top of the thermometers may change from week to week. This is due in general to the targets being estimates that are refined during the year as detailed review progresses. For example, page count estimates can change since microfilm estimates are often difficult to make prior to detailed review. This can add or subtract from the original target estimates. In another situation, certain records that are initially assigned to the automated category undergo a pre-review ("triage") and may be moved from the automated to the manual category.

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(U//~~AIUO~~) FY 2016 Production Status

(U//~~AIUO~~) The status of production against the FY 2016 goals as of **16 July 2016** is presented in the "Thermometer Chart" below.

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(U//~~AIUO~~) Note that this chart presents "Pages Reviewed this Fiscal Year" and displays some key product lines. Thus counts in this chart reflect material that has completed the review process this FY (i.e., "certified" or equivalent). It does not reflect pages that have completed the full production process (i.e., been "delivered") but reflects progress against the Executive Order requirements. The chart below is organized by key FY 2016 goals, i.e., overall total review/release; automated review (our highest value on-line redacted product); and Presidential Libraries; and Manual Review whether involving AARC documents or NDC documents. (Note that Overall Total subsumes Automated and Manual, and Automated subsumes the Presidential Library product. Because the Overall Total includes SPREE (Pass/Fail review) which is not displayed, the Overall Total is <u>not</u> the simple sum of the three sub-categories to its right on the chart.)

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(U) Of General Interest
(U//~~AIUO~~) Declassification Review and Referral Branch
(U//~~AIUO~~) Each of the Directorate (DIR, DS, DA, DO, & DST) and Presidential Library (PL) Teams conduct review and certification of documents at the 25 and 50-year mark under Executive Order 13526. After certification, the documents undergo quality review, also known as "Product Generation" or PRODGEN. Activities of additional note this week include:

(U//~~AIUO~~) Directorate of Analysis Team
(U//~~AIUO~~) DA material reviewed this week primarily consisted of Current Intelligence Digest reports, World Factbook publications, and Intelligence Memos from the various DA regional offices. The Team continues work on 50-year re-review and the SPREE and FLIRTS of 2016 material

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(U//~~AIUO~~) STAIRS Presidential Library Support

(U//~~AIUO~~) STAIRS is a stand-alone system that supports the review of Presidential Library (PL) documents by other government agency (OGA) personnel. This week CIA, DOS, FRUS, NGA and OSD conducted on-site reviews of PL documents in STAIRS.

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(U//~~AIUO~~) STAIRS Support team conducted QA/QC on presidential library material completed by OGAs in STAIRS. During the past week ___ documents ___ were reviewed with no documents failed for review errors and ___ failed for referral errors (___ with CIA equity). A total of ___ documents ___ were passed to the burn queue. ___

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(U//~~AIUO~~) STAIRS Support team conducted PRODQC on presidential library material completed by OGAs in STAIRS. During the past week

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(U//~~AIUO~~) STAIRS Support team processed ___ of New Work for various agencies. ___

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U//~~AIUO~~ Mandatory Declassification Request Activity
(U//~~AIUO~~) During the past week, the Presidential Libraries submitted eight Mandatory Declassification Review (MDR) requests for ___ documents ___ were processed and forwarded to other government agencies for review and return

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to the library. [REDACTED] were processed and forwarded to PIPD for review and return to the library. [REDACTED]   (b)(3)
[REDACTED]   (b)(3)

(U//AIUO) External Referral and Liaison Team

[REDACTED]   (b)(3)

(U//AIUO) National Declassification Center (NDC) Operations

(U//FOUO) The National Declassification Center (NDC) and the CIA Declassification Team (CDT) partnered to host a special Kyl-Lott Evaluation Team (KET) session, the first ever devoted to SCI materials, in the CDT SCIF during the week ending July 15, 2016. KET is the NDC led interagency quality assurance measure for collections that lack certification of prior review for Restricted Data (RD) and Formerly Restricted Data (FRD) equities. Over this four-day KET session, CIA and OGA representatives reviewed documents in [REDACTED] boxes on a page by   (b)(3)
page basis. The documents spanned a forty year date range (1941-1980) and came from a variety of record groups including: RG 59 - Department of State (Kissinger Transcripts; the Subject and Country Files of Secretary of State Cyrus R. Vance; Speeches, Statements and Trip Files of Secretary of State Henry); RG 218 - Records of the U.S. Joints Chiefs of Staff (Files of Admiral Thomas Hinman Moore); RG 220 - Commission on the Reorganization of the Government for the Conduct of Foreign Policy and RG 457 – Archival and Historian's Source Files of Japanese Diplomatic Systems [REDACTED]   (b)(3)
(U//AIUO) Team members working on NDC Kyl Evaluation Team during the week ending 15 July 2016 completed review on [REDACTED] FRC box and   (b)(3)
[REDACTED]   (b)(3)
(U//AIUO) No Evaluation Team (ET) sessions have been scheduled for this week due to a lack of records to review. [REDACTED]   (b)(3)
[REDACTED]   (b)(3)

(U//AIUO) The IRC certified [REDACTED] pages during the week ending 15 July, with a release rate of [REDACTED] percent. IRC reviewers completed two   (b)(3)
projects—one Army and the other OSD—and worked two Army, four OSD, one NASA and one NSC entries. [REDACTED]   (b)(3)

(U) Help Desk Activity 13 - 17 June 2016
- The new help desk alias is now active. IMS personnel can contact the helpdesk by sending an email to: IMS_IT help
- The Helpdesk received an ATTA-BOY for assisting DD/EEO customers in the building who needed Close Support techs to fix some wiring issues in their new office – 1NL05.
- SMART requests: [REDACTED] requests worked   (b)(3)
- Visits: Visited [REDACTED] users to resolve minor hardware/general issues   (b)(3)

- Continued work to close out EARRS and ⬚ requests that were previously in progress. As directed, users requesting services covered by ⬚ or EARRS will be requested to use those tools directly.   (b)(3) (b)(3)

- Submitted – ⬚ P&SC requests.   (b)(3)
- Worked to obtain Visio for a user in COS

- ((U//~~AIUO~~)) Keep the mandatory training in mind – it is already May! The Derivative Classifier training for 2016 is available too! Go ahead and take them both now! Click this link to access: Derivative Classifier 2016 and this link to access: AISC.cia. Also the AIN training Staying Out Of Trouble On The Internet is available here: SOOT.   Other users have requested that I also add links to the Privacy Awareness training, which is located here: Privacy Awareness, and the CI Essentials course, which is once every three years, located here: CI Essentials. ⬚   (b)(3)

(U) *Upcoming Week*

(U//~~AIUO~~) Under the new post-realignment configuration we continue FY 2016 production and CY 2016 production. ⬚   (b)(3) (b)(3)

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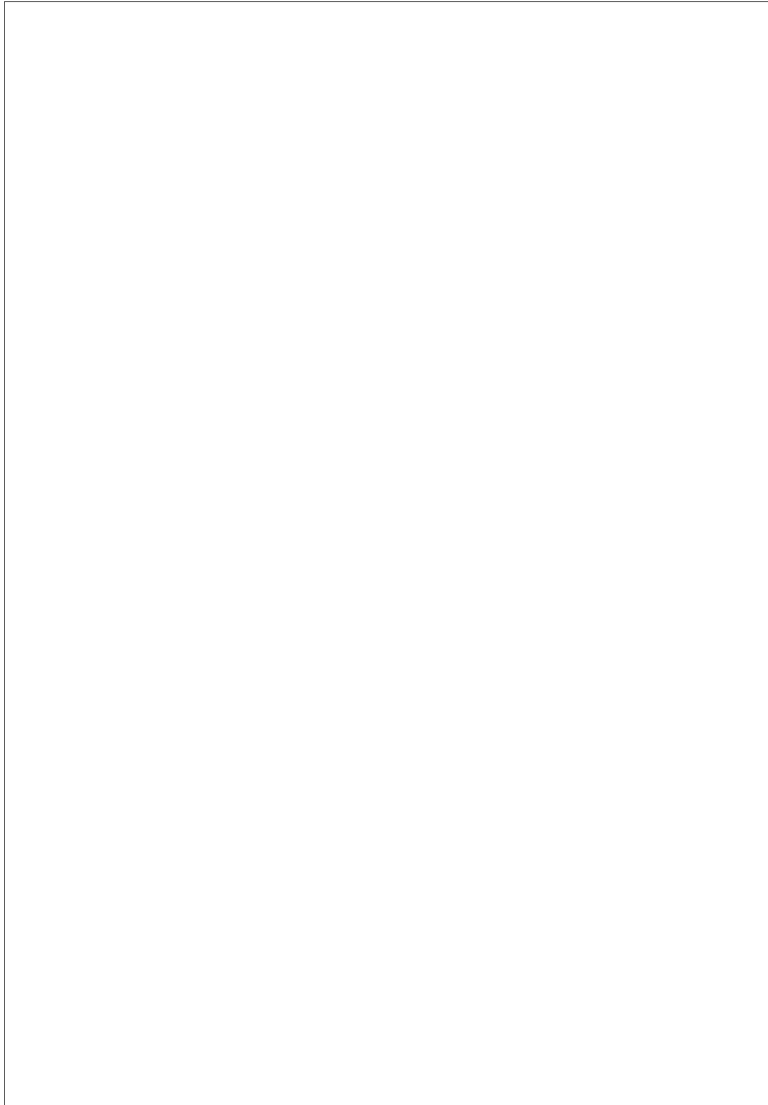
Chief, CIA Declassification Center

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