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8 August 1958

MEMORANDUM FOR: Assistant Director, CR

SUBJECT : Dissemination Heading Requirements for OTR.

1. The OTR requirements for copies of non-CIA cables from 16 Middle East countries is causing an increase in the work load of the Cable Section and is slowing down the processing of copies for the research offices. OTR has now requested that in addition, we furnish them copies of Joint Weekas from several posts. We understand the Joint Weekas are [redacted] and the cables from the 16 Middle East countries for [redacted] of whom conduct training courses and requires the material for background use or for class room instruction.

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2. The cables involved are important and voluminous and either thermoprint copies must be made or a copy routed. Either way takes time during the dissemination and distribution steps which are already over-taxed with heavy work loads and demands from the research and operational offices.

3. Inasmuch as important items of current interest are reported in the OCI Daily Report which is regularly distributed to OTR in 13 copies, it would not appear essential to disseminate the "raw" information in cables to OTR for background use.

4. It is recommended that dissemination to OTR of non-CIA cables be discontinued unless the Director of Training has a valid objection.

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[redacted]
Chief, Document Division

cc: Analysis Branch
Cable Section/SCB

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