

Executive Registry  
63-1980

8 MAR 1963

MEMORANDUM FOR THE PRESIDENT

25X1

SUBJECT:  Affair

Your memorandum of 20 February 1963 on the above subject addressed to the Secretaries of State and Defense and myself has been carefully reviewed, and I have taken the following actions.

(1) We have reviewed all of our alert and watch procedures to insure that they are fully adequate for taking effective and prompt action on any items of information received in the intelligence community and for insuring that the Departments of State and Defense are immediately advised and the appropriate officials immediately contacted.

(2) The Executive Director has discussed the matter in detail at our senior staff meeting, and has issued an executive memorandum containing all of the material bearing on the  affair to the appropriate units.

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(3) In addition, we have reviewed and reissued our regulation on watch office procedures which lists all of the officers who are required to be on 24-hour call, and insures that their whereabouts are always known to the watch office.

I believe the above will insure that the necessary and appropriate actions will be taken at all times. However, you will be interested to know that the CIA alert and watch procedures, which have been in effect for some time, are in my opinion highly effective mechanisms. On the intelligence production side of the house we have a watch office operated on a 24-hour a day, seven days a week basis, always manned by a Senior Intelligence Duty Officer. This unit is required to insure immediate dissemination of vital intelligence. On the operational side

State Dept. review completed

(EXECUTIVE REGISTRY FILE White House)

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of the house we have a cable secretariat manned on a 24-hour a day basis which processes all incoming cables immediately upon receipt and which calls the appropriate officer on any cable marked "operational immediate" or above. In addition, the IWOG (Intelligence Watch Officer Group) processes all informational cables for immediate electronic distribution where appropriate day or night, seven days a week.

I am attaching a chart on our watch office procedure which may interest you.

(Signed) JOHN A. McCONE  
John A. McCone  
Director

LBK:drm

Orig - addressee (on 9 March)

cc - Mr. Neubert, State Dept (this copy undated, but sent on 7 March)

cc - DDCI

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DD/P (

DD/I (

DD/R (

DD/S (

Comptroller (

IG (

General Counsel (

AD/NE (

cc - AC/DCI

Members of Exec Committee

DEPARTMENT OF STATE  
THE DIRECTOR OF  
INTELLIGENCE AND RESEARCH

Mar 1

Walt -

Here is the draft memo to the President as a result of the  affair. Mr. Johnson (Alexis) thought it might be useful to the Agency in preparing its own reply.

Joe Greubert

MEMORANDUM FOR THE PRESIDENT

25X1

Your memorandum of February 20, analyzing the [redacted] experience, identified several significant areas in which our operations are deficient and require improvement. I have directed that, in consultation with Defense and other agencies, the following steps be taken to ensure adequate high-level alerting and rapid action on such cases in the future.

1. Operations Center Watch Officers are being instructed that, when any significant action arises day or night, they should not hesitate to alert senior officers of the State Department, including me or Mr. Ball. In any case possibly requiring rapid action, the Watch Officer will be responsible for alerting the Assistant Secretary and obtaining a clear decision as to the action to be taken. The Assistant Secretaries are being instructed to consult me or Mr. Ball on any significant action they may contemplate.
2. Where immediate action is called for, a special staff will be promptly formed in the Operations Center. It will be headed by an Assistant Secretary or a senior member of his staff, and will include an intelligence officer and a political-military officer. It will provide, on a 24-hour basis for the duration of the emergency, special competence for action and coordination of operations.

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3. Arrangements will be developed with Defense and other agencies (and, with your approval, with the White House) to identify a single coordinator in each agency and to ensure coordination of emergency operations through Operations Center-Situation Room channels.
4. In addition to circulating your memorandum, I am discussing this subject fully with my own senior staff. I am likewise asking them to talk to their own staffs with the objective of improving the quality of imagination and initiative with which such problems are tackled.

Dean Rusk