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12 January 1956

MEMORANDUM FOR: Chiefs, FBIS Field Bureaus

FROM: Chief, FBIS

SUBJECT: Letter of Instruction

GENERAL

1. West Coast Bureau operation was curtailed by the severe floods in Northern California when access to the station was cut off on December 19-20 and 22-24. Bureau staff remained on duty continuously for extended periods, and one relief of personnel was accomplished by amphibious Army vehicle. Most top priority coverage was maintained during the emergency, although some Peking and Latin American commitments were temporarily transferred to Okinawa and East Coast Bureaus at the expense of other coverage. All West Coast Bureau personnel who performed extended emergency duty were commended by message from the Acting Director. (Unclassified)

2. Mediterranean Bureau reported interruptions in local wire communications with Cable and Wireless, Nicosia, which occurred in November, and were apparently due to sabotage of the Cable and Wireless lines. Although emergency communication directly with Cable and Wireless was ineffective, successful indirect communication by radioteletype through the State Department radio station in Nicosia was maintained during a 19-hour outage. Mediterranean Bureau also is linked with a radiotelephone net controlled by the British Army, which provides additional emergency capacity. (Secret)

3. The Director of Naval Communications approved the temporary duty of an FBIS cruising monitor at the Naval Radio Receiving Station, Sabana Seca, Puerto Rico to conduct Latin American cruising. All required support, with minor exceptions, will be furnished by the Navy on a continuing basis if the operation is made permanent by mutual agreement after six months trial. [redacted] of West Coast Bureau will go to Puerto Rico on this assignment in February. (Unclassified)

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4. Blattschreiber equipment was placed in operation at Okinawa Bureau to cover NCNA numeral code from Peking, with good results. NCNA abruptly discontinued Morse transmission of this service in favor of hellschreiber on 31 December and it is therefore fortunate that the equipment was in service in time to anticipate this development. (Unclassified)

5. Operation of the new automatic morse code - teletype converters at East Coast Bureau is meeting expectations, in that signals must be unaffected by interference or fading and be reasonably stronger than background noise for satisfactory copying. Many schedules are now being adequately covered by the converters, whose performance is being closely studied. (Unclassified)

6. FBIS transcripts of broadcasts of Radio Dersa, Tetuan, are being furnished OCI from recordings made by the 17th Air Force in French Morocco. A proposal to detail a monitor from the Mediterranean Bureau to Tangier has been abandoned because OCI considers the Tetuan material received so far not worth the expense and loss of other Arabic coverage. The coverage furnished by the Air Force is still wanted by OCI however. (Confidential)

7. In order to supply users of FBIS material with a general reference index of statements made by Bulganin and Khrushchev in their tour through South Asia, a bibliography of such statements and speeches was issued as a supplement to the USSR Daily Report. (Unclassified)

8. The weekly FBIS publication "Political Abstracts" was discontinued, with Soviet Staff, OCI concurrence and DD/I approval. Marginal demand for this publication, as revealed in the recent FBIS survey of consumer offices, did not warrant its continuation under existing personnel ceiling restrictions. (Unclassified)

9. The BEC-Mediterranean Bureau Coverage Coordination Committee held its semi-annual meeting at Kyrenia with [redacted] Head Reception Unit, BBC MS, representing the BBC. No major coverage reallocations were made. (Unclassified)

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10. Public sale of the FBIS publication "Broadcasting Stations of the World" by Government Printing Office is exceeding expectations. Approximately 1,200 copies of each volume have been sold so far. (Unclassified)

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11. To avert loss of Hokkaido Bureau housing [redacted] to the Air Force on 1 April, 1956, the Chief, Hokkaido Bureau, proposed with local Air Force concurrence that FBIS construct housing at Chitose AF Base for Air Force occupancy in return for continued FBIS occupancy of housing at Camp Crawford until abandonment of that post. When [redacted] is deactivated approximately a year from now, FBIS would occupy its own or equivalent housing at Chitose. A favorable reaction was received from USAF in the Pentagon, and a draft memorandum of understanding was forwarded to the Hokkaido Bureau. If acceptable to both parties in Hokkaido, it will be forwarded to USAF Washington for confirmation. In the meantime, preliminary work on a project for this housing is under way in headquarters. (Confidential)

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12. The six duplex and two BOQ structures under construction in Okinawa under project DD/I - 172 - 55 are 70% complete. Okinawa Engineer District estimates for the final phase of Okinawa housing construction, to provide seven 3-bedroom single-family houses with FY 1956 funds, were received. Housing now under construction must be occupied before the next project can commence. (Unclassified)

13. [redacted], Administrative Officer, FBID, visited the Hokkaido, Okinawa, Saigon, Mediterranean, and Austrian Bureaus during December, in the course of a field inspection trip to all overseas Bureaus. (Unclassified)

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EDITORIAL COMMENT (Unclassified)

1. Okinawa Bureau

a. Editors are requested to omit the hyphens in Communist China's Five Year Plan and North Korea's Three Year Plan. Also, the preferred spelling of Kim II-song is as given here--Kim II-song; and present practice is to change the name Lee to Yi.

b. The increased filing of items from India, Pakistan, and Afghanistan during the past month is appreciated.

2. Tokyo Bureau

a. To avoid unnecessarily cumbersome logographs, editors are requested to adopt the following procedure in regard to KYODO items--also JIJI if and when applicable:

1. Indicate only English in the logo if the item is processed in English, even though the Japanese version is available.

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2. Indicate only Japanese when the item has been processed from Japanese, even though the English version is available.

3. Indicate both languages only after a verbatim comparison shows them to be essentially identical and it appears necessary to point out that the item is identical in both the English and Japanese versions. If versions differ, normal procedure would be to select the fuller version for textual treatment, supplementing with appropriate editorial notes from the other version.

3. Mediterranean Bureau

a. All concerned, and especially the Rumanian monitors, are to be highly commended for the speed and thoroughness with which the voluminous and complicated material on the Rumanian Party Congress was processed and filed. It is recognized that the continuous flow of rhetoric from Bucharest limited the degree to which monitors could revert to earlier translations for checking and clarification, and that under such circumstances compromises to ensure expeditious handling, sometimes at the expense of textual refinement, can sometimes not be avoided. However, since the Rumanian material, by virtue of its pertinence and volume, pre-empted a major segment of the available space in the East Europe Daily Report, it would seem appropriate in future cases to consider curtailing collateral coverage to free editors to smooth out awkward translations and remove ambiguities, thus obviating the need for requested checks and clarifications which in the present instance caused tangible delays in publication.

b. The CPSU 20th Party Congress has intensified consumer interest in all references at the Oblast, Krai or Rayon level to appointments to local Party organs and the bureau is urged to file all such data promptly. However, names and any available biographical data are what is wanted primarily, and in most cases such material can be briefed with unimportant verbiage eliminated. In this respect, the Regional Affairs Unit of the USSR Daily Report is most appreciative of the Bureau's efforts to standardize style with respect to Party and Government-geographical terms. In this connection, attention is called to the fact that such terms as "raikom," "orkom," "obkom," etc., as used by the report, refer only to Party committees. Other organs, even when thus rendered by the transmitter, should be expanded, as for example "Oblast

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Trade Union Committee," "Rayon Komsomol Committee," etc.

c. It cannot be too strongly emphasized that summaries differ from texts only in their use of paraphrase and synthesis rather than verbatim reproduction, and that they must not be used as a convenient device to permit verbal continuity when poor reception or other conditions make textual accuracy impossible. The need to reiterate this obvious fact was made apparent by a misleading and in part inaccurate summarization of a recent Zaparozhye regional broadcast in Ukrainian on Stalin's 76th birthday, 16 December. By omitting one portion of the section summarized and incorrectly linking parts of another section, the summary created the impression that the broadcast significantly reduced Stalin's stature by postdating the periods of his revolutionary activity as compared with the dates periodically cited in Soviet propaganda. The report as originally filed elicited various queries from consumers, which were then relayed to the field. The replies when received necessitated radical correction of material already published.

4. London Bureau

a. The London Bureau's handling of the Supreme Soviet Session, particularly the Zverev, Bulganin and Khrushchev reports, revealed a high degree of intelligent planning and initiative. The informative FYI's containing estimates concerning processing times and length of material were an effective aid in determining Daily Report space allocation and coverage.

b. Several recent examples of unidiomatic and careless translations have emphasized the need for greater editorial skepticism to ensure correct and unequivocal English copy. The text of a Tirana report in French Morse on Albanian plan fulfillment for 1955 and the projected targets of 1956 offers an example of substandard performance. Although the statistical data and other hard facts contained in such reports are admittedly of the highest importance, this item contained two major errors in figures in addition to many examples of poor translation. The greatest effort should be made to impress upon all concerned that figures must be double and triple-checked and all doubtful passages given intense scrutiny until offenses to logic and English idiom are resolved.

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c. For consistency with the Daily Report stereotypes it is requested that editors use the terms "worker-peasant state" and "Garrisoned People's Police," instead of "state of workers and peasants," and "Barracks-Based People's Police," respectively.

PROPAGANDA ANALYSIS COMMENT

1. The Austrian Bureau is now processing applicants for seven new Satellite-linguist positions authorized for analytic press scrutiny, and instructions have been transmitted for the procurement and processing of Soviet and Satellite Party publications. (Confidential)

2. Editor's notes such as [redacted] from London providing factual proof of a Soviet propaganda distortion can be utilized directly in FBIS publications and are especially valuable for consumers engaged in counter-propaganda activities. In this case, against Moscow's claim that not one large British paper published a "detailed and objective" summary of the Bulganin-Khrushchev Supreme Soviet statements, while the DAILY WORKER reported them in detail, it was possible to point out that the TIMES and DAILY WORKER summaries were of almost identical length. (Unclassified)

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3. Editors are requested to note "as broadcast" or "checking" after questionable translations, particularly of Communist statements. The passage in Beirut's New Year speech which in Radio Warsaw's version abnormally characterizes the need for a defense industry as "unexpected" could not be used before verification. (Unclassified)

4. Bureaus contributed roundups for a report on world reaction to the Bulganin-Khrushchev tour and on the status of the Geneva spirit in Communist propaganda. A report on Party anxiety over East German public opinion was based on a NEUER WEG article supplied by Frankfurt's press scrutiny project. Other reports described world comment on the Soviet H-bomb tests, tabulated Soviet radio output for foreign audiences and outlined Chinese policy conflicts over the socialization of agriculture. A paper for USIA reviewed major international themes in Soviet propaganda during 1955 and the extent of tailoring for domestic consumption. (Confidential)

5. During the past year, in addition to regular Trends and Survey publications, the Radio Propaganda Branch published about 66 reports, more than a dozen being reviews of world comment which are largely based on special roundups supplied by field bureaus. In a great many instances field FYI's and editors' notes were incorporated

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directly into Branch publications, which in any case are wholly dependent on material supplied by the field and draw their validity and value from the commendable thoroughness of field operations.
(Confidential)

ADMINISTRATION

1. The official designation and address for the Credit Union are:



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Anyone wishing to communicate directly with the Credit Union should use the above address. However, this does not preclude sending Credit Union matter through the Administrative Office. (Unclassified)

2. A new type of Fitness Report has been adopted. This report will consist of two parts -- (1) Performance, and (2) Potential. It will be required that the Performance portion be shown to the individual rated. Detailed instructions and forms will be forthcoming in the future. Any Fitness Reports now in process should be completed on the old forms. (Confidential)

3. A draft bill entitled "Foreign Employees' Personnel Act of 1956" is expected to be submitted to Congress early in the next session. This Act is expected to clarify, standardize, and extend many of the Federal service privileges to non-citizen employees. (Unclassified)

4. Forty-five additional FBIS employees were accepted in the Career Service during the month of December. (Unclassified)

5. A move of the FBIS departmental offices is contemplated in the near future. The new physical location for FBIS will be in the Matomic Building, 17th & "H" Streets. However, mail should continue to be addressed to 2430 "E" Street N. W. (Confidential)

6. The following FBIS issuances have not previously been reported: (Unclassified)



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Personnel Changes (Unclassified)

1. Transfers to FBIS

[Redacted]

Assignment

Prop. Analyst, Radio
Propaganda Branch

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2. Transfers from FBIS

[Redacted]

From

Multi Monitor, East
Coast Bureau

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3. Transfers within FBIS

[Redacted]

From

to

Admin. Asst.
East Coast Bur.

Personnel Asst.
Admin. Staff

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Asst. Chief Engineer
Engineering Staff

Asst. Chief Engineer
East Coast Bureau

Asst. Chief Engineer
East Coast Bureau

Asst. Chief Engineer
Engineering Staff

Editor
Mediterranean Bur.

Editor
Editorial Branch

4. Separations

[Redacted]

From

Broadcast Information Section

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London Bureau

[Redacted]

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