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16 December 1957

IAC AD-HOC SUB-COMMITTEE ON INFORMATION PROCESSING

Minutes of Forty-sixth Meeting, 12 December 1957

Members Present:

- AIR - Maj. Henry G. Sanders
- STATE - Mr. Fred Shipman
- NAVY - Capt. R. A. Paton
Mrs. K. C. Young
- ACSI - Mr. P. C. Daniels
- USIA - Mr. H. Roth Newpher
- NSA - [redacted]
- CIA - Mr. Paul A. Borel, Chairman
[redacted] Vice-Chairman
[redacted] Secretary

Others Present:

- CIA - [redacted]

1. The minutes of the Forty-fifth meeting were approved as written.
2. Final action on the AHIP Agreement for Implementing IAC Policy on Reproduction of Intelligence (AHIP-D-3/2) had been postponed following the AHIP meeting of 14 November to give the Department of State representative opportunity to negotiate a modification in the Department's Administrative Circular No. 122, June 14, 1957. The Circular, Subject: Authorization for IAC Agencies to Reproduce Certain State Documents, specifies that reproduction is authorized for

"(2) Department of State documents such as telegrams, despatches and instructions the highest classification of which is SECRET and which bear a notation on their face that they were supplied on original distribution to the Department's Office of Libraries and Intelligence... (OLI), the Central Intelligence Agency (CIA), Army, Navy and Air. Documents in this latter category which do not show (on the face thereof) distribution to all of these agencies may not be reproduced by a recipient agency without the specific prior approval of the Department of State."

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Sampling of the flow of State despatches had shown that an apparent majority of the documents indicate dissemination to selected but not all IAC agencies. It appeared that dissemination was based on probable interest in the recipient agency and not on need-to-know which if true suggested amendment of the Circular to require that State documents need indicate dissemination to CIA only in order to qualify under the IAC reproduction policy.

Mr. Shipman reported that dissemination of some State documents is selective based on need-to-know, that there is no satisfactory procedure available now for special marking of such documents to exclude them from the reproduction policy, and, accordingly, that amendment of the Circular is not probable at this time.

The Committee then approved adoption of AHIP-D-3/2 with reproduction of Department of State documents limited as specified in its Circular No. 122.

Mr. Daniels, reported that an ACSI paper implementing the IAC Policy on Reproduction of Intelligence (IAC-D-95/6), will be released in December.

The USIA representative, Mr. Newpher, described the present unsatisfactory state of policies governing access to IAC documents for IAC contractors working on the NIS and for a variety of accredited intelligence staff seeking to do research in a non-IAC agency such as USIA. The Chairman will arrange for a staff study on this problem.

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3. The Working Group on a Union List of Intelligence Serial Publications (WGULISP-R-1 - 6 December 1957) submitted its finished publication (released 25 November 1957) and its final report. The Chairman, [redacted] and her Group were commended for the cooperation and effective performance reflected in this reference aid. The Working Group was dissolved and action on the appointment of a successor group to prepare an annual revision and possibly to undertake a Union List of U.S. Overseas Intelligence Serial Publications was postponed until April 1958 pending evaluation of the List by users. AHIP agencies were requested to submit such evaluations in writing at the April meeting.
 4. The Working Group on the Intelligence Subject Code submitted its final report covering proposed revision of the Code (WGISC-R-1 - 27 November 1957). The Chairman, [redacted] and the IAC participants in the study were thanked for an outstanding performance and the Chairman suggested that their report stand as a model for future AHIP studies. The report was accepted without amendment.
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5. New business.

- a. Mr. Borel proposed that the AHIP, at its next meeting, investigate the restatement of its objectives and the establishment of target dates for their realization. A staff study on the subject will be prepared.

Mr. Daniels expressed the opinion that AHIP was not being properly informed on a timely basis concerning numerous, large documentation projects getting underway in the IAC and suggested that the staff study (preceding paragraph) also deal with the authority appropriate to AHIP to require registration of projects, to review project findings before adoption by the sponsoring agency and to pass on compatibility between overlapping documentation systems.

- b. A documentation project under consideration by Air Targets/AFMIL was noted and the Air representative volunteered to try to schedule a briefing on the matter at the next meeting.
- c. Mr. Shipman reported that the Department of State in planning for the use of new quarters has established teams to examine (1) record handling needs and (2) application of mechanical aids.
- d. Captain Paton reported that the Navy was increasingly interested in mechanization as an aid to the solution of documentation procedures.



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