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19 November 1946.

MEMORANDUM FOR THE ASSISTANT DIRECTOR FOR COLLECTION AND DISSEMINATION.

SUBJECT: Recommended Conference regarding Liaison between CIG
Stand-by and Week-end Duty Officers with Departmental
Intelligence Agencies

1. CIG Administrative Order No. 35, dated 15 November 1946, Subject: Stand-by Officers, establishes the operating procedures and instructions for CIG's stand-by officers.
2. It is believed, however, that the War, State and Navy Departments and the Federal Bureau of Investigation of the Justice Department may not have designated stand-by officers for off-duty hours or duty officers for Saturday and Sunday similar to those of the Central Intelligence Group. Undoubtedly, some of the Departments do designate certain professional personnel who are responsible for taking action on urgent matters outside of normal working hours, however, it is believed that an assured integration of stand-by or duty officer procedures of the Departmental intelligence agencies in Washington should be effected with those of C.I.G.
3. The matter discussed in this paper is considered worthy of full investigation, both from the collection point of view and, quite definitely, from the viewpoint of the national security. It does not seem logical that C.I.G. detail competent duty officers during the off-duty periods if there is no corresponding system similarly established on the other end(s).
4. It is therefore recommended that this situation be brought to the attention of ICAPS with the suggestion that ICAPS sponsor an inter-departmental conference to review the current arrangements within Departments to insure the transmittal of urgent and vital intelligence information to the C.I.G. stand-by or duty officers. This conference may determine that present arrangements are satisfactory but even in this event, it is considered that such a conference would serve an extremely useful purpose.

/s/ T. J. SANDS
Colonel, C.S.C. (F.A.)
Chief, Collection Branch

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APPROVED FOR
RELEASE DATE:
26-Aug-2008

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BY THE CENTRAL INTELLIGENCE AGENCY
DATE 2001

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5 November 1946

MEMORANDUM FOR: MR. EDDY
GENERAL CHAMBERLIN
ADMIRAL INGLIS
GENERAL McDONALD

SUBJECT: Designation of Liaison Representatives to
the Office of Reports and Estimates, C.I.G.

REFERENCE: C.I.G. 16/1

ENCLOSURES: a. C.I.G. Administrative Order No. 32,
Copies Nos. _____ and _____.
b. Return memorandum form.

The enclosure to C.I.G. 16/1, as concurred in by the Intelligence Advisory Board at its last meeting, has been issued as C.I.G. Administrative Order No. 32, copies of which are enclosed.

It is requested that each member of the Intelligence Advisory Board designate a personal representative as provided in Enclosure a hereto, by returning the memorandum form in Enclosure b hereto.

JAMES S. LAY, JR.
Secretary, N.I.A.

Distribution:

Office of Reports and Estimates
Chief, ICAPS ✓
Executive for Personnel & Administration
Secretary, NIA
Executive Registry
Central Records - 2

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APPROVED FOR
RELEASE DATE:
26-Aug-2008

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CONFIDENTIAL**Office Memorandum • UNITED STATES GOVERNMENT**

TO : ICAPS

DATE: 5 November 1946

FROM : Assistant Director for Collection and Dissemination

SUBJECT: Liaison Requirements

1. Pursuant to your memorandum of 23 October, statements of OCD liaison requirements are herewith furnished.

2. a. The three inclosures (Tabs R, C and D) show the contacts established outside CIG (by name, agency, and purpose in each case).

b. Anticipated requirements for additional liaison contacts are as follows:

- (1) Requirements Branch: The Requirements Branch will have to maintain contacts with many additional government departments and agencies concerned with national security in order to carry out its prescribed functions (see paragraph d (1), below). This will require successive informal approaches to a wide circle of offices, to be undertaken as rapidly as adequate personnel become available to the Requirements Branch. A formal study to determine which agencies should be contacted has been held in abeyance for lack of personnel. Until the initial exploratory conversations have been held with the many federal offices likely to require intelligence or intelligence information, it will not be possible to determine a precise permanent list.
- (2) Collection Branch: The Collection Branch will have to maintain contacts with many additional government departments and agencies concerned with national security in order to carry out its prescribed functions (see paragraph d (2), below). As in the case of the Requirements Branch, the ultimate list of contacts will be a product of ~~evaluation~~ during operating experience. Needs for intelligence information are frequently urgent; in such cases the Collection Branch may have to establish direct contact with an unforeseen source as a matter of urgency.
- (3) Need for extensive additional contacts by the Dissemination Branch is not anticipated at this time.

c. Internal control of liaison activities is maintained by the three branch chiefs of OCD, under general supervision of this office. A measure of decentralization to branch chiefs is essential in order to assure prompt collection and dissemination.

d. Authorization for establishing existing contacts.

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The established OCD contacts are necessary to carry out the prescribed functions of the office and its branches. Pertinent extracts are quoted as follows:

(1) Requirements Branch:

"2. By continual surveys and contacts among the Federal agencies concerned with national security, ascertains what intelligence information and intelligence they need but cannot supply from their respective resources."

"4. Determines whether collection and dissemination accomplished by CIG action has been adequate to satisfy the requirements of authorized agencies."

"5. In accordance with the overall policies prescribed by the Office of Security, CIG, controls the classification and declassification procedures, and other requisite security control measures, relative to the collection and dissemination by CIG of intelligence information and intelligence."

(2) Collection Branch:

"2. In accordance with requirements defined by the Requirements Staff:

* * * * *

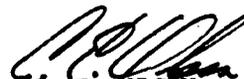
b. Effects the timely procurement of collected intelligence information and intelligence, and arranges for its prompt delivery to the Dissemination Branch for appropriate distribution.

c. Maintains an appropriate follow-up system to insure full compliance with collection directives."

"3. Constantly analyzes and assesses the technical capabilities and limitations of agencies to obtain and make available adequate intelligence information or intelligence upon request."

"8. Maintains appropriate contacts within CIG and with other government agencies on procurement matters."

e. General: Some of the existing contacts were inherited from the former Office of Collection (Col. Cunningham). Others pre-dated ICAPS Operations Memorandum Number 1, and had already been established in accordance with approved functions of the former Office of Dissemination. The contacts pertaining to scientific intelligence resulted from a memorandum from the Office of Dissemination to the Executive Director, dated 16 August, outlining a Top Secret request initiated by the Joint Research and Development Board. The contact with the Manhattan Engineering District was specifically directed by Col. Wright. All the contacts are considered necessary in order to accomplish the daily operating responsibilities of CIG.


C. E. OLSEN

Captain, U. S. N.

Asst. Dir. for Collection and Dissemination

3 Incls:
TABS R, C & D

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TAB C

5 November 1946

CONTACTS ESTABLISHED BY COLLECTION BRANCH

a On general collection matters:

- (1) Office of the Chief, Intelligence Group, Office of the Director of Intelligence, WDGS (Col. Riley F. Ennis).
- (2) Chief, Library Branch, Office of the Assistant Chief of Air Staff - 2, AAF (Lt. Col. John R. Murphy).
- (3) Chief of Collection and Dissemination Branch, Office of Chief of Naval Intelligence (Capt. R. M. MacKinnon, U.S.N.).
- (4) Director, Office of Intelligence Collection and Dissemination, Department of State (Mr. George R. Fearing).

b On scientific and technical intelligence collection matters:

- (1) Chief, Scientific Branch, Intelligence Group, Office of the Director of Intelligence, WDGS (Col. R. L. Snider).
- (2) Chief, Collection Branch, Office of the Assistant Chief of Air Staff - 2, AAF (Lt. Col. G. D. Garrett).
- (3) Chief, Technical Intelligence Center, Office of Chief of Naval Intelligence. (Capt. F. R. Duborg, U.S.N.)

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5 November 1946

TAB D

CONTACTS BY DISSEMINATION BRANCH

a. State Department.

Mr. Frederick Kilgour, Deputy Director, Office of Collection and Dissemination (OCD) to ascertain if a visit by a member of the Dissemination Branch to survey the OCD dissemination procedures would be agreeable.

b. Navy Department.

Captain Guy B. Helmick, USN, Office of Naval Intelligence and Mr. Jay Murphy, Latin American Branch, ONI, for recommendations on prospective recruits for Dissemination Branch.

c. War Department.

Col. P. H. Lash, Office of the Director of Intelligence, WDGS to ascertain if a visit by a member of the Dissemination Branch to survey the Reading Panel would be agreeable.

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5 November 1946.

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TAB R.

CONTACTS MAINTAINED BY REQUIREMENTS BRANCH

a. War Department

- (1) Colonel Carter Clarke, re security controls.
- (2) Colonel Leslie Forney, re security controls.
- (3) Colonel Richard Collins, re intelligence requirements.
- (4) Colonel A. L. Snyder, re intelligence requirements.

*Deputy Director
Asst Sec, WDG's
Chief, Security Group
Chief, Western Eu. &
Asst. Sec. Security
Sec. Sec. Br.*

b. Army Air Forces

- (1) Maj. Gen. George C. McDonald, re intelligence requirements and security controls.
- (2) Lt. Col. K. A. Garrett, re intelligence requirements.
- (3) ~~Lt. Col. David Christensen, re security controls.~~

*- A-2
Tech. Br. A-2
- [unclear]*

c. Navy Department

- (1) Commander F. R. Braid, re intelligence requirements.
- (2) Mr. J. H. Alberti, re intelligence requirements.
- (3) Dr. A. K. Brewer, re intelligence requirements.

*- Sec. Br.
- Sec. Br.
- " "*

d. State Department

- (1) Mr. Richard Fearing, re intelligence requirements.
- (2) Mr. Bromley Smith, re dissemination survey.

*- OCD
- Inf. Office to At. Secy*

e. Joint Security Control

- (1) Colonel James K. Cockrell, re security controls.
- (2) ~~Lt. Col. E. McFarquhar, re security controls.~~

f. Joint Research and Development Board

- (1) Mr. Ralph L. Clark, re intelligence requirements.

g. Manhattan Engineering District

- (1) Colonel L. E. Seeman, re requirements.

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ICAPS

October 23, 1946

**MEMORANDUM FOR ASSISTANT DIRECTOR, COLLECTION AND DISSEMINATION
ASSISTANT DIRECTOR, RESEARCH AND EVALUATION
ASSISTANT DIRECTOR, OPERATIONS**

1. Reference is made to CIG Operations Memorandum No. 1, 3 September, 1946.

2. There have been recent indications on the part of some other Government agencies that direct liaison is being established from CIG operating levels on too broad a basis to insure adequate control.

3. It is requested that you furnish to this office by 5 November your liaison requirements showing:

a. Contacts established by name and agency, and for what project or purpose in each case.

b. Known or anticipated additional requirements, including projects or purposes.

c. Internal control of liaison activities.

d. Authorization for establishing existing contacts.

e. To insure against liaison activities becoming, in effect, harassing activities, and to provide essential central coordination of operational effort, the provisions of Operations Memorandum No. 1 should be carefully complied with by all concerned.

DONALD EDGAR
Chief, Interdepartmental Coordinating and Planning Staff

EDS:agd

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TAB "B"

Additional Requirements for Interdepartmental Liaison

1. In general, additional requirements for interdepartmental liaison by ORE will be responsive to specific projects or purposes originating within ICAPS, stimulated by activities of the Intelligence Advisory Board, or will be based upon future revisions of the mission of ORE.

2. Specifically, it has been proposed that Branch Chiefs be authorized direct contact with their opposite numbers within the Office of Special Operations, CIG, and the Army Security Agency. Planning Staff, ORE, will undertake the analysis of this problem and will submit pertinent recommendations to ICAPS at a later date.

3. At such time as the Reference Branch becomes operational a requirement will exist to establish effective loan agreements for books, magazines, and periodicals with other libraries. In this respect Planning Staff will prepare a plan to be submitted to ICAPS for approval prior to implementation.

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TAB "C"

ORE Internal Control of Liaison Activities

1. Planning Staff, ORE, has the assigned responsibility for coordinating the external relations of ORE with ICAPS, other CIG Offices, the State, War, and Navy Departments and other Governmental and civilian organizations.

2. With respect to Intelligence Working Level Contacts, Planning Staff, ORE, with the prior knowledge and consent of ICAPS, negotiated agreements as to procedures with the intelligence agencies of State, War, and Navy Departments. Except for A-2, with whom negotiations are still pending, each agency has approved the ORE procedures and has designated the individuals within each agency responsible for controlling contacts with ORE. Copies of pertinent correspondence are included under Annex No. 1 to Tab "C".

3. Salient features of current procedures referred to in paragraph 2 above, are summarized as follows:

a. Branch Chiefs in ORE have been delegated authority to arrange for the introductions of personnel to their opposite numbers in State, War, and Navy Departments.

b. While unrestricted access to personnel of opposite number in State, War, and Navy Departments is authorized to specified personnel within ORE, only Branch Chiefs are empowered to initiate requests for assistance involving the preparation of written material. Such requests must be prepared for the signature of the Assistant Director for Research and Evaluation.

c. In each case, State, War and Navy has designated officers with whom ORE Branch Chiefs can arrange for, or resolve problems arising out of ORE liaison activities.

4. Except for contacts discussed under paragraph 2 above, it is believed that further delegations of authority within ORE to conduct liaison are unnecessary and undesirable at this time. It cannot be emphasized too strongly, however, that further administrative restrictions, other than those which are currently in effect, would hamper the branches of ORE in the fulfillment of the over-all ORE mission.

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5. Consensus of Staff and Branch Chiefs of ORE regarding internal control of liaison activities is summarized as follows:

a. Existing control procedures as described above are eminently satisfactory, effective, and consistent with security regulations.

b. Branch Chiefs exercise direct control over liaison activities delegated to them, under general supervision, and with assistance of Planning Staff, ORE.

c. The provisions of Operations Memorandum No. 1 are being complied with.

Incl.

Annex No. 1, Three Memoranda for Branch Chiefs
Liaison Procedures with State
Liaison Procedures with I.D., WDGS
Liaison Procedures with ONI
Replies from State, I.D., WDGS and ONI

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30 August 1946

MEMORANDUM FOR: ALL BRANCH CHIEFS, O.R.E.

SUBJECT: Liaison Procedure with ONI

1. All requests for written reports or expressions of opinion from ONI should be directed in writing to the Head of the Foreign Branch, Captain C. H. Murphy, USN, under the signature of the Assistant Director, O.R.E. However, projects may be initiated informally by telephone from Branch Chief to Branch Chief prior to dispatch of the written request.
2. O.R.E. studies or articles for the Weekly Summary which require ONI clearance can be cleared directly with the appropriate ONI Branch Chief.
3. On purely informational matters O.R.E. personnel may telephone or contact directly their opposite numbers in ONI as soon as they are known personally to them.
4. Branch Chiefs are requested to arrange through Captain Murphy's office for the research members of their staff, as convenient, to meet their opposite numbers in ONI.
5. Inasmuch as the ONI Geographical Sections do not always correspond with the regional branches of O.R.E. it will be necessary in some instances for O.R.E. personnel of a particular branch to cover more than one ONI Section.

/s/ W. A. PERRY

W. A. PERRY
Col., G.S.C.
Acting Chief
Plans and Requirements Staff

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TAB "D"

Authorization for Establishment of Existing Contacts

1. Authorization for ORE Administrative and Planning and Coordinating Contacts are indicated in each case in Annexes 1 and 2 to Tab "A". In practically all instances the contacts falling into these two categories are directly responsive to ICAPS memoranda, CIG Directives, or Memoranda from the Secretary, N.I.A.

2. Authorization for ORE Intelligence Working Level Contacts differ from those cited above, in that such contacts were authorized, not on an individual basis, but on a general basis, with authority delegated to the Branch Chiefs, under procedures established by Planning Staff, approved verbally by ICAPS and in writing by the agency concerned in each case, prior to implementation.

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Enclosure No. 6,
Annex No. 1, Tab "C"

NAVY DEPARTMENT

OFFICE OF THE CHIEF OF NAVAL OPERATIONS

Washington 25, D. C.

5 September 1946

MEMORANDUM FOR: Colonel W. A. Perry, G.S.C.
Acting Chief
Plans and Requirements Staff, C.I.G.

Subject: Liaison Between ONI and O.R.E.

Reference: Your Memo of 30 August 1946.

1. Captain G. A. Lange, Head of the Research and Reports Group, (Op-32F1), phone REpublic 7400, Extension 61255, Room 3827-A, is designated as the person who may be called with reference to appointments for your personnel to meet their opposite numbers in ONI.

2. Copies of the new ONI Sectional Roster will be sent to your office as soon as they are available, on or about 11 September 1946.

/s/ C. H. MURPHY

C. H. Murphy
Captain, USN
Head, Foreign Branch, ONI

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5 November 1946

MEMORANDUM TO: Chief, Interdepartmental Coordinating
and Planning Staff

SUBJECT: Interdepartmental Liaison

1. In response to the request contained in paragraph 3 of your memorandum dated 23 October 1946, dealing with the subject of interdepartmental liaison, this office furnishes herewith the following information:

a. Established ORE contacts for stated purposes are listed and discussed in detail under Tab "A".

b. Known or anticipated additional requirements for further contacts are discussed under Tab "B".

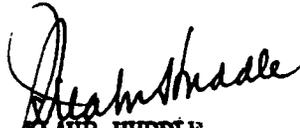
c. Internal Control of ORE liaison activities is described under Tab "C".

d. Authorization for the establishment by ORE of existing contacts is referenced where practicable in Annexes 1 and 2 to Tab "A", and in all other cases in Tab "D".

2. Planning Staff, ORE, is currently engaged in analyzing existing ORE liaison procedures, objectives and requirements. While this office has received no specific indication from any source that its liaison activities are being conducted "on too broad a basis to insure adequate control", such information, if available and applicable to ORE, would be helpful to Planning Staff in arriving at its final recommendations on this subject.

3. It is of vital importance to successful fulfillment of the mission of this office that authority to control working level contacts, on the basis of mutually agreed upon procedures, between our own intelligence producing units, and those of the State, War, and Navy Departments, remain a responsibility of the Branch Chiefs, operating under the general supervision of Planning Staff, ORE, in each case. This objective does not appear to do violence to the provisions of Operations Memorandum No. 1.

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J. ALAHR HUDDLE
Assistant Director
Research and Evaluation

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TAB "A"

Survey of Existing ORE Interdepartmental Contacts

1. General Statement. ORE contacts with other Governmental agencies fall into three functional categories as follows:

a. Administrative Contacts. Conducted by the Executive Staff in pursuit of its normal functions. These are discussed in detail under Annex No. 1 to Tab "A".

b. Planning and Coordinating Contacts. Conducted principally by the Planning Staff in order to implement approved CIG Directives or projects initiated by ICAPS and assigned to ORE for implementation. These are described in detail under Annex 2 to Tab "A".

c. Intelligence Working Level Contacts. Conducted under the direction of the Branch Chiefs, in order to enhance the quality of the Weekly Summary and Special Evaluations produced by ORE. These are discussed, and pertinent data and correspondence relating to their origin and operation are included under Annex No. 3 to Tab "A".

Incls.

- Annex No. 1, Administrative Contacts
- Annex No. 2, Planning and Coordinating Contacts
- Annex No. 3, Intelligence Working Level Contacts

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ANNEX NO. 1

TO

TAB "A"

Administrative Contacts

1. The Executive Staff has established and is maintaining contacts as follows:

a. With the Library of Congress, for the purpose of withdrawing books and other material required by ORE personnel. Lt. Colonel Haynes and Miss Bowman of ORE are authorized to deal directly with Miss Elsa Rackstraw, Chief, Loan Division. This contact was authorized by memorandum, dated 10 October 1946, from the Executive for Personnel and Administration. Responsibility for continuance of this contact will be transferred to ORE Reference Branch at such time as it becomes operational. ok

b. With the Office Chief of Staff, War Department, for the purpose of keeping abreast of the changing situation regarding the availability of intelligence personnel affected by recent and current reductions in force. Lt. Colonel Haynes and Miss McKenney contact Mrs. Mary Holmes in the Personnel Management Branch, O/CS. This arrangement is authorized on an informal basis between the Executive Staff, ORE and the Office of the Executive, Personnel and Administration. This contact will terminate as the War Department personnel situation becomes stable. ?

c. With the Washington Document Center, in collaboration with the Planning Staff, for the purpose of completing administrative arrangements necessary for ORE to integrate this activity at a future date. Lt. Colonel Haynes, Executive Staff, and Colonel Perry, Planning Staff, contact War and Navy personnel in ONI and ODI and the Document Center under authority of Disposition Form, dated 23 September 1946, from the Chief, ICAPS to the Assistant Director, ORE. This contact will terminate with the acquisition by ORE of the Document Center. ok

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ANNEX NO. 2

TO

TAB "A"

Planning and Coordinating Contacts

The following listed contacts have been established by the Planning Staff, ORE, for purposes or projects as indicated, under cited authority in each case.

<u>Project</u>	<u>Authority</u>	<u>Remarks</u>
1. Defense Project	CIG Directive No. 9 and Memorandum, Secretary, NIA, 13 May 1946.	Continuing project conducted by a committee whose membership was designated by member agencies.
a. Col. L. L. Williams, I.D., W.D.G.S.		
b. Cmdr. H. E. Seidel, ONI		
c. Col. J. F. Olive, AC/AS-2; HQ, AAF		
d. Mr. T. A. Polyzoides, State Department		
2. Guided Missiles Over Sweden	ICAPS Memorandum to Asst. Director, ORE.	
a. Mr. Stites, Scientific Branch, I.D., W.D.G.S.		
b. Mr. Alberti, Technical Intelligence Center, ONI		
c. Mr. Ravendhi, Division of Foreign Service, State Department		
d. Mr. Carrol, Air Intelligence Division, AC/AS-2, AAF		
3. USSR Guided Missile Program	ICAPS Memorandum to Asst. Director, ORE.	
a. Mr. Clark, Joint Research and Development Board		

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<u>Project</u>	<u>Authority</u>	<u>Remarks</u>
4. Foreign Industrial Establishments	ICAPS Memorandum to Asst. Director, ORE.	
a. Colonel McKee, I.D., W.D.G.S.	h. Mr. Schnellbacher, Commerce Dept.	
b. Col. B. A. Lawrence, A-2, AAF	i. Mr. O'Keefe, Commerce Department	
c. Dr. J. T. Lowe, A-2, AAF	j. Mr. Bailiff, U. S. Tariff Comm.	
d. Captain Duborg, ONI	k. Mr. Morgan, U. S. Tariff Comm.	
e. Captain Phelan, ONI	l. Mr. Pehrson, U.S. Bureau of Mines	
f. Mr. Malenbaum, State Department	m. Mr. Miller, U. S. Bureau of Mines	
g. Mr. Guyol, State Department		

5. Washington Document Center

(See Annex No. 1 to Tab "A".)

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ANNEX NO. 3

TO

TAB "A"

Intelligence Working Level Contacts

1. ORE contacts falling in this category have been established with the following listed agencies:

a. Through the Office of Coordination and Liaison, State Department with the Research Divisions of the State Department. In this instance ORE Branch Chiefs have been authorized to make initial contacts for operating personnel to meet their opposite numbers, with Mr. N. E. Halaby, Acting Chief, Intelligence Coordinating Division, State Department. (Reference: Inclosure No. 2, Annex No. 1 to Tab "C".)

b. Through the Chief, Intelligence Group, Intelligence Division, WDGS, with the respective branches of the Intelligence Group. In this instance eight (8) Branch Chiefs were designated to arrange for initial contacts with ORE personnel. A list of Intelligence Group Branch Chiefs is included under Inclosure No. 4, Annex No. 1 to Tab "C".

c. Through the Head, Foreign Branch, ONI with all pertinent ONI sections. In this instance Captain G. A. Lange, Head of Research and Reports Group has been designated to facilitate initial contacts between ONI and ORE personnel. (Reference: Inclosure No. 6 to Tab "C".)

2. Similar arrangements between ORE and A-2 have been initiated but final action by A-2 has not as yet been completed.

3. The purpose of the above mentioned contacts is to insure that the quality of the intelligence contained in ORE summaries and estimates is of the highest obtainable, and that fullest utilization is made of the capabilities of the intelligence producing effort of the Services and the State Department in the production of national policy intelligence.

4. A list of ORE personnel authorized to engage in direct contact with their opposite numbers in the above stated agencies is attached hereto.

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ORE PERSONNEL AUTHORIZED TO MAINTAIN LIAISON

Asst. Director's Office

Huddle, J. Klahr, Assistant Director
Montague, Ludwell L., Acting Deputy Assistant Director

Intelligence Staff

Van Slyck, DeForest, Deputy Chief
Ruddock, Merritt
Jackson, George

Planning Staff

Parkman, Francis, Chief
Perry, Colonel Willis A.
Melton, Edward R.
Hopper, Paul L.

Executive Staff

Haynes, Ben P.

Western Hemisphere

Kendall, Willmoore, Chief
Tidwell, William A., Jr.
Fowler, Roger, Major
Cartwright, Blanche A.
Bielaski, Alice K.

Western European

Hunter, S. A. D., Chief
Smith, Ray
Franklin, William M.
Hitchcock, Edward C.
LaClair, Cameron J., Jr.
Lt. Colonel E. H. Thompson
Baker, R. B.
Corson, J.
Ducibella, Dr. J.
Hall, Clare
Hawes, R. P.
Hawley, W. S.
Killea, Lucy
Merigold, Miss M.
Norman, Lt. Colonel G.
Schmid, Alice
Sheehan, Irene

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Easter Europe/USSR

Frankel, Captain S. B. (USN), Chief
Maury, John N.,
Downes, Edward O. D.
Webb, William O.
Pittis, Robert B.

Middle East/India

Lockard, Dr. D. W., Acting Chief

Far East/Pacific

Pearce, E. S., Captain (USN), Chief
Wilbur, C. Martin
Hawkey, Richard S.
Dur, Philip F.
Erskine, John
Hitchcock, James, Lt. Commander
Potts, Bertha C.
Ettridge, Constance
Morley, Lorna
Lau, Mildred
Reid, Jane
Seaver, Lorraine
Heidemann, John

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ANNEX NO. 1

TO

TAB "C"

Procedures and Agreements Governing ORE Intelligence Working Level
Contacts with State, War and Navy Departments.

Pertinent correspondence and memoranda included under this
Annex are referenced as follows:

- Inclosure No. 1 Memorandum to All Branch Chiefs, ORE,
subject: Liaison with Research
Divisions of State Department (with
one inclosure, Directory of Intelligence
Personnel, Department of State.)
- Inclosure No. 2 Memorandum to Acting Chief, Plans and
Requirements Staff, ORE, from Acting
Director, OCL, State Department,
subject: Designation of Officer to
control liaison with State Department.
- Inclosure No. 3 Memorandum for Chief, Intelligence Group,
WDGS, subject: Liaison Between G-2 and
ORE (with one inclosure, memorandum to
Branch Chiefs, ORE, subject: Liaison
Procedure with G-2).
- Inclosure No. 4 Memorandum to Branch Chiefs, ORE, subject:
Liaison Between I.G. and ORE (with two
inclosures, memorandum for Acting Asst.
Director, ORE, subject: Liaison Between
Intelligence Group and ORE and List of
Intelligence Group Officers, etc.).
- Inclosure No. 5. Memorandum for Head, Foreign Branch, ONI,
subject: Liaison Between ONI and ORE
(with one inclosure, memorandum to Branch
Chiefs, ORE, subject: Liaison Procedure
with ONI).
- Inclosure No. 6 Memorandum for Acting Chief, Plans and
Requirements Staff, ORE, subject: Liaison
Between ONI and ORE.

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Inclosure No.1,
Annex #1, Tab "C"

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21 August 1946

MEMORANDUM TO: ALL BRANCH CHIEFS, O.R.E.

SUBJECT: Liaison with Research Divisions of the State Department

1. Under arrangement with the Office of Intelligence Coordination and Liaison (OCL), State Department, the following liaison procedures have been established:

a. Requests for informal assistance not involving preparation of written material: unrestricted approach to opposite numbers by telephone or visit is authorized.

b. Requests for preparation of written material:

(1) Short items to be finished in not more than 5 days: requests should go from Branch Chief, ORE, to State Department Division Chief, who will arrange proper notification, in accordance with State Department procedures, to the Chief of Intelligence Coordination Division (ICD), 603 War Annex #1, EX 6100, Ext. 711.

(2) Longer items to be finished in more than 5 days: requests will be made by submitting to the Chief, ICD, a properly executed "Project Request Form (OCL-1)," listing the title, description and justification of the proposed project. Upon receipt of this form the Chief, ICD, will assign a member of his planning staff to give any necessary assistance in planning and coordinating the project. Action is taken twice weekly on such requests, and we will be notified promptly after action is taken.

2. Requests under 1b(2), above, will be approved and forwarded by the Office of the Chief, ORE.

3. A supply of forms is furnished herewith to each branch.

4. Chiefs of Divisions and Branches of intelligence research in the State Department with office addresses and telephone numbers, are listed on the attached sheet.

/s/ W. A. PERRY

W. A. PERRY
Col., G.S.C.
Acting Chief

Plans & Requirements Staff

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DEPARTMENT OF STATE

DIRECTORY OF INTELLIGENCE PERSONNEL

August 15, 1946

DIVISION OF INTERNATIONAL AND FUNCTIONAL INTELLIGENCE (IFI)

<u>Title</u>	<u>Full Name</u>	<u>Room No.</u>	<u>Tel. No.</u>
Acting Chief	Wilfred Malenbaum	326-A War Annex #1	EX 6100 x-2572
Chief, Food & Agriculture Section	Hollis W. Peter	326 War Annex #1	x-2531
Chief, Population & Labor Section	Clarence B. O'Dell	322 War Annex #1	x-2521
Chief, Economic Resources Section	Nathaniel B. Guyol	318 War Annex #1	x-2528
Chief, Transportation and Communication Section	Doris S. Whitnack	308 War Annex #1	x-2502
Chief, Trade and Finance Section	Sam Van Hyning	308 War Annex #1	x-2113
Consultant, Petroleum	Walter J. Levy	326c War Annex #1	x-2533

DIVISION OF MAP INTELLIGENCE AND CARTOGRAPHY (MI)

Chief	Otto E. Guthe	614 War Annex #1	x-535-6-7
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DIVISION OF BIOGRAPHIC INTELLIGENCE (BI)

Acting Chief,	L. Douglas Heck	200-515 22nd St.	RE 5600 x-3365
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DIVISION OF RESEARCH FOR AMERICAN REPUBLICS (DRA)

Chief,	Roland D. Hussey	525 War Annex #1	
Associate Chief	Donald N. Dozer	523 War Annex #1	
Assistant Chief and Chief, Functional Section	Rollin S. Atwood	502 War Annex #1	
Chief, Mexico & Caribbean Sect.	William S. Lester	503a War Annex #1	
Chief, North & West Coast Sect.	Alexander Lesser	505a War Annex #1	EX 6100 x-2026
Chief, River Plate & Brazil Sect.	Irving Goldman	507 War Annex #1	x-2031

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<u>Title</u>	<u>Full Name</u>	<u>Room No.</u>	<u>Tel. No.</u>
Acting Chief	H. Stuart Hughes	702 War Annex #1	EX 6100 x-2420
Chief, Eastern European Branch	John A. Morrison	502 War Annex #1	x-745
Chief, Northern & Western European Branch	Clinton E. Knox	714 War Annex #1	x-2406
Acting Chief, Southern European Branch	Robert C. Miner	723 War Annex #1	x-2288
Chief, Central European Branch	H. Stuart Hughes	700 War Annex #1	x-2420
Chief, British Commonwealth Br.	Joseph Sweeney	726 War Annex #1	x-412

DIVISION OF RESEARCH FOR FAR EAST (DRF)

Chief,	Charles B. Fahs	803 War Annex #1	EX 6100 x-783
Asst. Chief & Geographic Advisor	John B. Appleton	803 War Annex #1	x-2577
Chief, Japan Branch	Warren S. Hunsberger		x-2219
Chief, China Branch	Charles Stelle	814a War Annex #1	x-2124
Chief, Southern Areas Branch	Miss Cora Dubois		x-2216

DIVISION OF RESEARCH FOR NEAR EAST AND AFRICA (DRN)

Acting Chief	Joseph C. Satterthwaite	321 Annex #1	EX 6100 x-2449
Assistant Chief	Louis E. Frechtling	321 War Annex #1	x-2450

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Inclosure No. 2
Annex No. 1, Tab "C"

TO: Col. W. A. Perry, G.S.C., Acting Chief
Plans & Requirements Staff, CIG 11 September 1946

FROM: Mr. Allan Evans, Acting Director, OCL

SUBJECT: Designation of Officer as Requested in Memorandum dated
22 August 1946.

1. Your memorandum dated 22 August 1946 designating O.R.E. personnel "authorized to maintain contact with the Research Divisions of the State Department" and including a copy of a memorandum to your Branch Chiefs explaining the procedure for obtaining cooperation has been received and will be helpful in establishing good relations.

2. In response to your request for the designation of an officer to whom your Branch Chiefs may refer for "appointments to meet their opposite numbers in the State Department," I am designating Mr. N. E. Halaby, Acting Chief, Intelligence Coordination Division, (ICD), Room 603, War Annex No. 1, Tel. Executive 6100, Ext. 711, to serve in this specific liaison capacity.

3. Please be assured of my willingness to cooperate in every way to establish and maintain pleasant and efficacious working relations with O.R.E. and the Central Intelligence Group.

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Inclosure No. 3,
Annex No. 1, Tab "C"

21 August 1946

MEMORANDUM FOR: Col. Riley F. Ennis, Chief, Intelligence Group

SUBJECT: Liaison Between G-2 and O.R.E.

ENCLOSURES: a. Memo to Branch Chiefs, ORE
Subject: Liaison Procedure with G-2
Dated: 21 August 1946
b. ORE Personnel Authorized to Contact G-2

1. Attached herewith for your information is a copy of memorandum to the Branch Chiefs of ORE in line with our conversations of last week.

2. Attached also is a list of the personnel of ORE authorized to maintain contact with G-2.

3. It will be appreciated if you will designate someone from your office whom our Branch Chiefs may call with reference to appointments for our personnel to meet their opposite numbers in G-2. You will note that this procedure does not involve a great many people particularly since some of our personnel either have come from G-2 or already have well established contacts.

/s/ DEFOREST VANSLYCK

DEFOREST VANSLYCK
Acting Asst. Director
Research and Evaluation

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21 August 1946

MEMORANDUM FOR: ALL BRANCH CHIEFS, O.R.E.

SUBJECT: Liaison Procedure with G-2

1. All requests for written reports or expressions of opinion from G-2 should be directed in writing to the Chief, Intelligence Group (Col. Ennis) under the signature of the Asst. Director, ORE. However, projects may be initiated informally by telephone from Branch Chief to Branch Chief prior to the dispatch of the written request.

2. ORE studies or articles for the Weekly Summary which requires G-2 clearance can be cleared directly with the appropriate G-2 Branch Chief.

3. On purely informational matters ORE personnel may telephone or contact directly their opposite numbers in G-2 as soon as they are known personally to them.

4. Branch Chiefs are requested to arrange through Col. Ennis' office for the research members of their staff, as convenient, to meet their opposite numbers in G-2.

5. It should be noted that the G-2 Geographical Branches do not correspond with those of ORE and that it will be necessary in some instances for ORE personnel to cover more than one G-2 Branch. A copy of the G-2 Intelligence Group personnel roster is attached.

/s/ W. A. PERRY

W. A. PERRY
Col., G.S.C.
Acting Chief
Plans and Requirements Staff

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Inclosure No. 4
Annex No. 1, Tab "C"

29 August 1946

MEMORANDUM TO BRANCH CHIEFS

SUBJECT: Liaison Between the Intelligence Group and ORE

1. Attached herewith is reply from Colonel Ennis to our memorandum on liaison procedure, together with a list of the Branch Chiefs of the Intelligence Group. Attached also is list of ORE personnel authorized to contact the Intelligence Group.

2. It is suggested that ORE Branch Chiefs make arrangements as soon as possible for all research personnel on ORE approved list to meet their opposite numbers in G-2, according to the procedure outlined in Colonel Ennis' memorandum. Where ORE personnel are already known to Intelligence Branch Chiefs, no further introduction will be necessary.

/s/ DEFOREST VANSLYCK

DEFOREST VANSLYCK
Acting Assistant Director
Research and Evaluation

2 Incl
Memo from Col. Ennis
List ORE personnel authorized
contact G-2

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WAR DEPARTMENT
War Department General Staff
Military Intelligence Division G-2
Washington

27 August 1946

MEMORANDUM FOR MR. DEFOREST VANSLYCK, ACTING ASSISTANT DIRECTOR
RESEARCH AND EVALUATION

SUBJECT: Liaison Between the Intelligence Group and ORE.

1. The list of personnel of ORE authorized to maintain contact with the Intelligence Group has been forwarded to all Branch Chiefs concerned.
2. Attached, herewith, for your information is a list of officers of the Intelligence Group whom your Branch Chiefs may call with reference to appointments for personnel to meet their opposite numbers.
3. It is recommended that the arrangement for opposite numbers to meet be accomplished on an informal basis initially in the presence of Branch Chiefs from ORE and the Intelligence Group.

1 Incl.
as above

/s/ R. F. ENNIS

R. F. ENNIS
Colonel, GSC
Chief, Intelligence Group

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List of Officers of Intelligence Group Whom Branch Chiefs of ORE
May Call With Reference to Appointments for Personnel to Meet
Their Opposite Numbers

<u>Name</u>	<u>Branch</u>	<u>Room</u>	<u>Ext.</u>
Col. R. Park	Ch, Eurasian Br.	2 E 744	3507
Col. R. Collins	Ch, W. European Br.	2 E 740	2505
Col. M. Towner	Ch, Pan American Br.	2 E 732	74653
Col. J. Sherman	Ch, British Empire Br.	2 E 736	4038
Col. C. Dusenbury	Ch, Far East Br.	2 E 728	2772
Col. A. Lacey	Ch, U. S. Br.	2 B 661	3135
Col. R. Snider	Ch, Scientific Br.	2 A 680	74738
Col. C. Mason	Ch, Topographic Br.	2 C 741	5890
Lt. Col. H. Peavy	Ch, Dissemination Br.	2 B 679	3266

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Inclosure No. 5
Annex No. 1, Tab "C"

30 August 1946

MEMORANDUM FOR: CAPTAIN C. H. MURPHY, USN
HEAD, FOREIGN BRANCH, ONI

Subject: Liaison Between ONI and O.R.E.

Inclosures: a. Memorandum to Branch Chiefs, O.R.E.
Subject: Liaison Procedure with ONI
b. O.R.E. Personnel Authorized to Contact ONI

1. Attached herewith for your information is a copy of a memorandum to the Branch Chiefs of O.R.E. in line with your conversation with Mr. Hopper of some days ago.

2. Attached also is a list of the personnel of O.R.E. authorized to maintain contact with ONI.

3. It will be appreciated if you will designate someone from your office whom our Branch Chiefs may call with reference to appointments for our personnel to meet their opposite numbers in ONI. You will note that this procedure does not involve a great many people particularly since some of our personnel either have come from ONI or already have well established contacts.

/s/ W. A. PERRY

W. A. PERRY
Col., G.S.C.
Acting Chief
Plans and Requirements Staff

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