

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Executive

DATE: 7 December 1949

FROM : Management Officer

SUBJECT: OCD Paper on "Central Reference Facilities, Status and Objectives".

1. While the Assistant Director for Collection and Dissemination has not found it desirable to indicate his reasons for preparing this subject paper, it can be assumed that this is his method of replying to the Management Staff proposal on abstracting and indexing.

2. Therefore, it appears that the best approach is a comparison between ideas implied in the OCD paper and the Management Staff proposal. Such a comparison is attached as Tab A.

3. Certain contradictions and omissions become apparent upon analysis of this paper. These are set forth in Tab B.

4. An analysis of the comparison, particularly of points of difference, leads into recommendations for resolving this issue. Suggested Management Staff recommendations are attached as Tab C.

5. It is interesting to note that subject paper was given wide internal CIA dissemination despite its lack of status as an official CIA publication.

6. The Management Office does not attempt to control operational matters, however, under the provisions of General Order No. 23 one of the prime functions of the Management Staff is to bring to the attention of COAPS operational problems for their study and recommended solution. This has been accomplished in the submittal of the Management Staff proposal "Agency Activities Relating to Abstracting and Coding of Intelligence Information" together with a comparison of OCD paper "Central Reference Facilities, Status and Objectives" and the Management Staff original paper.

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Attachments: 3  
Tabs A, B, C

cc: COAPS

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