

~~CONFIDENTIAL~~REQUIREMENTS BRANCHTab
A

In close coordination with the Interdepartmental Coordinating and Planning Staff and the Office of Reports and Estimates.

1. Conducts surveys to ascertain what intelligence information and intelligence are desired by the Federal agencies concerned with national security; furnishes the Office of Reports and Estimates information to assist that Office in determining what intelligence should be produced to meet requirements; and recommends other appropriate action.

2. ~~Maintains liaison group for receiving and processing all agency requirements for intelligence information and intelligence,~~
Receives, and coordinates and processes all

3. ~~Ascertains from the adequacy of information and intelligence being furnished that Office and defines, for the use of the Collection Branch, the requirements to be met in procuring intelligence and intelligence information.~~
CIG offices and timeliness
and initiates action to remedy deficiencies

4. Conducts necessary investigations, and renders reports ~~periodically~~ on the adequacy of CIG intelligence ~~information and intelligence disseminated~~ and extent of utilization thereof by the recipients.

5. In accordance with overall CIG security policies 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~~ *material.*

6. Conducts studies of special problems affecting OGD overall operations and formulates plans to resolve these problems; recommends policies, procedures and special controls (other than security controls) of CIG dissemination and, in accordance with approved policies, supervises *operation* ~~imposition of controls.~~

7. ^{all} Surveys the interdepartmental dissemination of intelligence by all Government agencies, and makes appropriate recommendations to insure adequacy and eliminate undesirable duplication.

8. Defines, for the use of the Dissemination Branch, requirements for the dissemination of intelligence ~~information and intelligence~~ *material* based on the ascertained requirements of Federal agencies and of ORE.

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CONTROL DIVISION

1. a. Conducts studies and recommends policies, ~~or~~ procedures and special controls (other than security controls) over CIG dissemination which are deemed necessary in connection with OGD functions.

B. In accordance with established policies ~~or special controls~~ ^{supervises the operation of} (other than security controls) over CIG dissemination, ~~supervises the operation~~ ^{supervises the} ~~operation~~ ^{operation} ~~in connection~~ ^{in connection} of such controls, ~~as are appropriate in individual circumstances.~~

2. In accordance with prescribed overall CIG security policies:

a. ~~Establishes classification procedure and, when necessary, examines and assigns~~ Serves in an advisory capacity in determining and assigning appropriate security classification to items of CIG intelligence material.

b. Reviews disseminated items of CIG intelligence and downgrades or declassifies them as conditions permit and notifies recipients of action taken.

c. Upon request of offices within CIG, reviews items of intelligence which originate outside CIG for purpose of recommending to originator, in cases where such action is deemed appropriate, that items be downgraded or declassified.

d. In cooperation with participating agencies, arranges for uniform security control procedures for the handling of disseminated CIG intelligence information and intelligence ~~material~~.

e. ~~Ascertains from the Office of Security the adequacy of security controls in the non-participating Federal agencies and, from a security standpoint, their eligibility to receive CIG intelligence information and intelligence.~~ Implements established CIG security policies relating to restrictions on the disclosure of information to non-participating Federal agencies.

f. ~~Prescribes and supervises security controls within the Office of Collection and Dissemination to provide for:~~

~~(1) Security control of all intelligence information and intelligence during processing by the Office of Collection and Dissemination, including transmitting processes.~~ ^{over} ^{material}

~~(2) Safeguarding intelligence information and intelligence received from sensitive sources.~~ ^{material}

3. Conducts studies of special problems affecting OGD overall operations and formulates plans to resolve these problems, along sound administrative and functional lines.

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4. Establishes and maintains administrative controls over requests for intelligence information and intelligence, including:

- a. Checking to detect and eliminate duplications.
 - b. Maintaining ^{the} ~~SOP~~ suspense file on Requirement Directives to assure compliance with specified deadlines, ~~whenever possible.~~
5. Checks dissemination ^{orders} ~~directives~~ for conformity with requirements and controls. (This function transferred from Survey Division.)

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