

*Exes Files*

SECRET

23 January 1957

MEMORANDUM FOR: Chiefs, FBIS Field Bureaus  
FROM: Chief, FBIS  
SUBJECT: Letter of Instruction

GENERAL

1. [ ] Liaison Officer will leave at the end of January for a tour of the West Coast and Far Eastern Bureaus. Information and instructions concerning this trip have been forwarded to the bureaus concerned. (Unclassified)

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2. Upon the acquisition of suitable equipment, the Austrian Bureau initiated monitoring of the Bratislava television transmitter and has filed several editorial reports to Washington. Technical adjustment of sound and video which marred early monitored programs disappeared in later transmissions. (Confidential)

3. After some delay, USIA advised that copies of reports on its Helsinki television monitoring project would henceforth be supplied to FBIS. (Confidential)

4. Construction: (Unclassified)

a. The final phase of the Okinawa housing construction is 76% complete.

b. Real Estate and Construction Division has approved a Sonoma County request for a waterline right-of-way across West Coast Bureau property. GSA, San Francisco, is conducting the negotiations. The pipe line will be constructed in such a way as to cause no interference with bureau operations. A tap in the line will be made to permit drawing of water should it ever become necessary to abandon the station well.

EDITORIAL COMMENT (Unclassified)

1. General

a. It has been decided to increase the number of targets

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cabled weekly to the field, with particular emphasis on those targets which mention meetings, specific dates, place names and the names of persons attending such meetings.

b. Effective Wednesday, 30 January, a roundup of material from and about the Middle East will appear in the Western Europe and Near East Daily Report once each week. The roundups will be prepared under the supervision of the Projects Editor. It is not at this time contemplated that field bureaus will be required to prepare special roundups for this added service, but field editors should bear in mind the current importance of the Middle East in selection of material.

c. At the request of several consumers, FBIS will soon increase the scope and frequency of its World Reaction Reports. Such publications will continue to be regarded as supplements to the Daily Reports, but will be numbered in series. One additional editor has been detailed to assist the Projects Editor with these reports, and to prepare the weekly Middle East Roundup.

d. Correct identification in the filing of corrections need not exceed the essentials of logo, subject matter and pick-up words. The following is an example of an over-extended response to a query on a missing processing indicator:

ANSWERING [ ] 251146 [ ]  
M250838 CAIRO EGYPTIAN HOME SERVICE DEC 25  
1956 0630 GWT--HATIM STATEMENT: PLEASE  
SLUG THIS ITEM QUOTE TEXT UNQUOTE.  
SUPPLYING QUOTE SLUG UNQUOTE.

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The statement: "Item is text," would have sufficed.

e. In rendering figures above a million, decimalized abbreviation is preferred, whenever possible, e.g.: 16.9 million rather than 16,900,000.

## 2. London

a. Questionable or queried names, unintelligible passages, etc. from Home Service versions of PPAVDA editorials should

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be regularly supplied as priority corrections from the TASS Dictation bulletin whenever possible.

3. Mediterranean Bureau

a. USSR regional material sometimes contains bracketed or misspelled names of officials which should have been checked in the State Department's Biographic Directory of Soviet Political Leaders, available at the Bureau.

b. Arab copy has a tendency to carry simple titles in appositional phrases. For example: "Sabri al-Asali, Syrian Premier, said today." To cut down on superfluous punctuation, the form "Syrian Premier Sabri al-Asali" is recommended. In the case of complex titles, however, the longer form is correct, e.g., "Mahmud Hamad, Director of the President's Office for Agricultural Affairs, died today."

4. Okinawa and West Coast Bureaus

a. The Bureaus' prompt and comprehensive coverage of the Indonesian crisis, particularly Okinawa's rapid expansion of coverage of the regional radios, was very helpful and greatly appreciated. Material which could not be published in the Daily Report was given special distribution outside the Division.

b. Attached are copies of an Embassy Foreign Service Despatch and a Memorandum from a State Department Liaison Officer commending the two bureaus for their coverage of Peking radio reportage of the visit of Chou En-lai to Phnom Penh.

5. Saigon Bureau

a. South Vietnam briefs have usually been very well prepared. In the future, however, they may generally be confined to items not already covered in the Saigon-Cholon press reviews.

b. The press reviews are frequently employed in compiling roundups of world reaction to important events such as the recent visit of Prime Minister Nehru to Washington and the presentation of the Eisenhower Doctrine for the Middle East. Their usefulness can be augmented by the inclusion of quotable key passages following generalizations made by the review writer.

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PROPAGANDA ANALYSIS COMMENT

1. On 28 December a REUTERS dispatch announced that Prague Radio had dropped the Soviet National Anthem as its sign-off each night. Monitors should be urged to report this kind of information and any other omissions and changes in broadcast habits. (Unclassified)

2. The desirability of increased liaison between bureaus to coordinate the translation of critical and recurring words and phrases has been called to the attention of the Radio Propaganda Branch through an exchange of messages in which differing views on the translation of the Mandarin words for "economy" and "austerity" were received from the West Coast and Okinawa Bureaus. Field bureaus should establish or sharpen liaison on the translations of important passages in political and economic comment which often reflect subtle but clear differences in Communist policy and propaganda line. Where Peking is concerned, NCNA English Morse usage can often serve as a common meeting ground and, if requested, RPB can solicit opinions from FDD linguists based on publications usage to supplement the opinions of FBIS monitors from broadcast usage. (Unclassified)

3. The Asian bureaus did an excellent job in reporting and text-ing Asian comment on Hungarian, Polish and related developments. Particularly Okinawa and West Coast Bureaus are to be commended for their filing of special listings of Peking broadcast items treating the Satellite developments. These lists were very useful in RPB's effort to maintain current coverage of the rapidly changing developments. Similar efforts by the staff at the Saigon Bureau to give full coverage of the incipient "thaw" in the political and social climate in North Vietnam filled a real need in RPB. (Unclassified)

4. Studies issued during the last 30 days include a report on Moscow and Budapest propaganda on Hungarian refugees and Communist radio propaganda to and about Laos. (Confidential)

ADMINISTRATION (Unclassified)

1. [ ] of Personnel Evaluation Division departed on a field trip to include the West Coast and Far Eastern bureaus. He will review current salary administration and other personnel problems.

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2. Bureaus are requested to submit travel vouchers promptly after completion of travel, especially when travel advances have been obtained. Delinquent notices from Fiscal Division reflect unfavorably on FBIS administration.

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3. Administrative Officers are reminded that whenever transportation requests include travel of children under 12 years of age, the name of each child and date of birth must be shown on the reverse side of the request. The names of other dependents should also be shown.

4. Bureaus are reminded to submit Form 34-14, Report of Estimated Obligations, in triplicate.

5. The new interpretation of the work week with respect to holidays is re-emphasized. For employees assigned to a work week other than Monday through Friday, the first day off is considered to be their Saturday and the second day off their Sunday. If a holiday falls on the second day off, holiday provisions will apply.

6. Listings of notices and regulations are for the convenience of the bureaus and should be checked regularly each month. Non-receipt of any issuance should be reported to Headquarters promptly. The following issuances have not previously been reported:

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PERSONNEL CHANGES

1. Personnel Entering on Duty:



Assignment:

Teletypist  
Editorial Br.

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Teletypist  
ECB

Teletypist  
Editorial Br.

Teletypist  
Editorial Br.

2. Reassignments Within FBID:



From:

Engineer  
Med. Bur.

Editor  
London Bur.

To:

Engineer  
WCB

Editor  
WCB

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Chief  
Med. Eur.

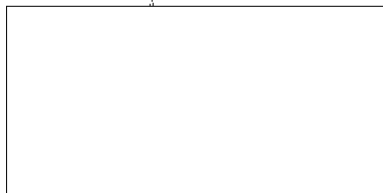
Chief  
Editorial Br.

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Chief  
Editorial Br.

Chief  
WCB

3. Transfers from FBID:



From:

Editor  
Editorial Br.

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Editor  
Editorial Br.

4. Separations from FBID:

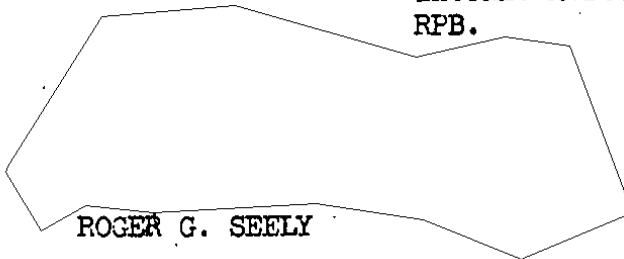


From:

Admin. Asst.  
ECB

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Intell. Asst.  
RPB.



ROGER G. SEELY

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Attachments:  
(2)

SECRET

DEPARTMENT OF STATE  
Washington

COPY  
Attachment I

December 26, 1956

To :  - FBIS Liaison  
Central Intelligence Agency

STAT

Subject: Evaluation of FBIS Coverage of Chou En-Lai Visit

The Department takes pleasure in transmitting the attached Foreign Service Despatch from Phnom Penh and wishes to add its appreciation for the efficient coverage of this subject to that expressed by the Embassy.

You will notice that the prompt receipt of this information not only aided the Embassy in its efforts to analyze the events, but also contributed to a better understanding of the intricacies of the situation on the part of the Cambodian authorities.

/s/

F. Robert Berg  
Acting Chief, CIA Liaison Branch  
Division of Acquisition and Distribution

CLB-3367

Attachment:

1. Phnom Penh 211, dated December 10, 1956

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AIR POUCH

OFFICIAL USE ONLY

COPY

Attachment II

FOREIGN SERVICE DESPATCH

From : AMEMBASSY, PHNOM PENH

December 10, 1956

Subject; Evaluation of FBIS coverage of Chou En-Lai visit.

This Embassy desires to go on record in appreciation of the exceptionally fine coverage by the Federal Broadcast Intelligence Service of the recent visit here of Chou En-Lai. The FBIS intercepts of Radio Peking bearing upon this state visit were complete, accurate and made available to us in remarkably quick time. They thus have not only supplemented the Embassy's reporting but in some cases, by filling gaps in the locally available news, contributed directly to the Embassy's analyses. Also, by comparing the locally released versions of certain speeches with those of Radio Peking, the Embassy was able to draw the attention of Cambodian officials to discrepancies, which were noted with considerable interest. The Embassy would appreciate it if the foregoing comments could be communicated to the Federal Broadcast Intelligence Service. All the reports referred to, except one (which came from Okinawa), were received through the monitoring station at Santa Rosa, California.

/s/

G. McMurtrie Godley  
Counselor of Embassy

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