

Admission Address

S-E-C-R-E-T

fil
10/
NCM
10/
RS

9 December 1959

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

GENERAL

1. After DDI approval, the Project for an African Bureau was passed by the PRC and sent to the Comptroller for determination as to availability of funds. Preliminary sketches of an operations building and a plot plan for a monitoring station at Kaduna, Nigeria were turned over to the Real Estate and Construction Division on 17 November. All actions will remain on an exploratory and tentative basis until the African project is approved. At this date it appears that contract administration may best be handled by the Consulate at Kaduna with construction by a local firm. Assistance will be sought from the Foreign Buildings Operations, State Department. RE & CD is planning to assign one of its construction engineers to the project, to assist FBIS. [redacted]

50X1

2. During the month FBIS received a personal commendation from Vice President Nixon praising the rapid and effective service which was provided him during the past several months. [redacted]

50X1

3. FBIS bureaus regularly covering Far East radios were instructed to standardize their target requirements governing materials to be wire-filed to CINCPAC and other Honolulu addressees. This is in response to a standard list of requirements for all Honolulu wire recipients [redacted] following the visit of the Chief, FBIS. [redacted]

50X1
50X1

50X1

4. At the request of USIA, arrangements were made to provide that agency with Arab News Agency material received from the Mediterranean Bureau overnight but not used by the FBIS Wire Service. The material is picked up by USIA messengers each morning. USIA considers ANA material invaluable in the preparation of VOA broadcasts to the Middle East. [redacted]

50X1

5. Following a conference with ORR representatives, a channel was established for the regular distribution to ORR of Communist Chinese economic materials not published in the Daily Report. [redacted]

50X1

6. The following Daily Report supplements were issued: [redacted]

50X1

- a. Material from USSR Supreme Soviet Session (6/11)
- b. Material on the Bulgarian Communist Party--Central Committee Plenum on Construction (10/11)

S-E-C-R-E-T

SUBJECT: Letter of Instruction

7. Of 262 items included in the OCI Daily Digest during the month, 70 (26.7 percent) were based wholly or in part on FBIS sources. [redacted]

50X1

PROPAGANDA ANALYSIS COMMENT [redacted]

50X1

50X1

1. Radio Propaganda Reports (responsible analyst indicated in parentheses)

a. "Debate over Reorganization of the USSR Academy of Sciences" [redacted]

b. "Recent Soviet Bloc Criticism of Nasir's Policies" [redacted]

50X1

c. "Satellite Views in Areas of Sino-Soviet Divergence" [redacted]

50X1

2. RPB special reports and new services included:

a. A report on Soviet Media's reaction to the Director's testimony before the Congressional Joint Economic Committee was prepared for the DAD/O, for forwarding to the DD/I.

b. Support to OCI in connection with its new biweekly reports for the Director on bloc adherence to the detente associated with Khrushchev's U.S. visit. Advance copies of "Survey" articles were provided, and the Deputy Chief, General Division, OCI was informed by telephone of significant propaganda developments. This service will continue indefinitely.

3. Continuing RPB Services

a. The Vice President's office was kept informed of the degree of bloc propaganda adherence to the line prevalent since Khrushchev's U.S. visit. Relevant portions of the "Trends" and "Surveys" were ~~marked and forwarded to the Vice President's office~~ via OO.

b. Monitored references to the Antarctic were furnished the Agency officer briefing the U.S. delegation to the Washington, D.C. international conference on the Antarctic. RPB kept him advised by telephone of noteworthy propaganda developments.

c. Propaganda-analysis reports continued to be sent, via OCI, to the U.S. delegation at the Geneva nuclear test ban talks.

4. Field Support of the Radio Propaganda Branch

a. The London, Mediterranean, and German Bureaus prepared roundups in support of two RPB special reports, for PP Staff, on the content of communist bloc clandestine broadcasts since July.

~~S-E-C-R-E-T~~

SUBJECT: Letter of Instruction

Roundups were prepared by the Austrian, London, and German Bureaus in support of a study of satellite propaganda on questions apparently at issue between Moscow and Peking.

- b. Editors responsible for the preparation of commentary lists are urged to be careful, and to ask monitors and list compilers to be careful, in reporting that a commentary is a repeat of a previous item. A recent WCB commentary list noted a commentary on Taiwan as being a repeat of an item from the previous week. RPB ordered the later item and found that only the first sentence of the two items were the same.

FIELD OPERATIONS COMMENT



50X1

1. Broadcast Information Section completed a comprehensive report on broadcasting in Africa south of the Sahara for USIA. This report included current broadcasting facilities, plans for expansion, programming and languages and other information on broadcasting and television developments in sub-Saharan Africa.

2. The Section also prepared for internal FBIS use a report on the reception potential of the Panama Post, which indicates that the Post's coverage of broadcasting stations in the area could be profitably expanded if funds and facilities were available.

3. All bureaus are requested to advise headquarters upon receipt of any requirements levied on them directly from a non-FBIS source, which might necessitate headquarters coordination. A case in point is a recent BBC request for texts and monitor's summaries of the National Voice of Iran, when headquarters, unaware of this requirement, was about to instruct the bureau concerned to limit its coverage of this station to FYI's and an occasional Editorial report.

-3-

~~S-E-C-R-E-T~~

~~U-N-C-L-A-S-S-I-F-I-E-D~~

SUBJECT: Letter of Instruction

EDITORIAL BRANCH COMMENT1. General

a. Bureaus are encouraged to use headquarters reference facilities to ascertain the correct translation of new or unfamiliar terms or the correct transliteration of names which cannot be verified in the field. Items containing bracketed elements requiring clarification should be flagged COPY TO TIU, which will make the necessary inquiries and notify the requesting bureau accordingly.

b. In preparing press reviews and reaction roundups, editors should indicate the political affiliation of newspapers which may be unfamiliar to the general reader.

c. The compound adjective "Sino-Indian" is in every case preferable to "Indo-Chinese" when referring to the border between China and India owing to the ambiguity of the latter term.

d. Editors generally are doing a good job of tightening selection and excising marginal items from the files. However, more attention should be paid to wringing out wordiness and redundancy within individual items.

2. London Bureau

a. Since the press review filed daily from TASS is used only for background information in headquarters, polished editing or time-consuming excerpting is unnecessary.

b. Roundup writers have been doing a good job of covering voluminous material in concise fashion. Consumers recently have pointed to the value of statements in the roundups which indicate how extensively important items are rebroadcast and which note any significant tailoring for individual audiences. Efforts in this direction are appreciated and serve to increase the utility of the roundups, but writers should make certain of the facts before including such data. For an explanation of RPB's procedure in describing beaming patterns, editors are referred to the inside cover of the 4 November Trends and Highlights. Specific topical headings in the roundups are preferred to broad catchall slugs like "East-West Relations" and "Other Foreign Topics."

3. German Bureau

West German reports on routine articles carried by NEUES DEUTSCHLAND and other East German papers as a rule need not be filed. Few items broadcast by Freedom Station 904 warrant texting or excerpting; exceptions would be a KPD pronouncement or items of similar significance. In general, many more items now being filed by the bureau could be briefed.

U-N-C-I-A-S-S-I-F-I-E-D

SUBJECT: Letter of Instruction

4. Austrian Bureau

a. Broadcast commentaries and biweekly radio talks by Raab, Pitterman, and others should not be filed as separate items unless the subject matter is of considerable significance. Most of this material can be covered adequately in a combined Austrian press and radio review.

b. In selecting Austrian material for briefing, emphasis should be placed on important political developments, Nazi and communist activities, movements of refugees, significant industrial and financial news, and relations with foreign countries. Many briefs now being filed, especially from the home service, are too marginal for publication.

c. Some of the bureau's FYI's on routine communist press scrutiny items are being converted into briefs at headquarters. This function might better be performed in the field, and communist press scrutiny briefs made a regular part of the bureau's file. Fuller versions can still be requested by headquarters when necessary.

5. Austrian and German Bureaus

The following standard form should be used when filing press scrutiny material which incorporates sizeable radio portions of the same item:

Sofia, RABOTNICHESKO DELO, July 11, 1959--A/M
(Portions of this item were carried by Sofia, Bulgarian Home Service
on July 11, 1959, at 0600 GMT)

6. Mediterranean Bureau

a. Soviet regional material which is being filed for its news value rather than as propaganda frequently may, provided BBC needs are met, be processed as a tight summary of the facts rather than as text. Examples of such material would include reportage on republican supreme soviet sessions and low-level republican decrees.

b. The bureau's FYI's presenting material from such programs as Yerevan in Armenian in concise and readable fashion have been very helpful to the Daily Report. Greater use could be made of FYI's to round up routine and repetitive themes in broadcasts by Middle East clandestine transmitters.

c. Brief headings tend to be too short and in many cases are misleading. It is not necessary to repeat an individual's title in a brief each time his name is mentioned.

-5-

U-N-C-I-A-S-S-I-F-I-E-D

U-N-C-L-A-S-S-I-F-I-E-D

SUBJECT: Letter of Instruction

STAT

ADMINISTRATION

1. [redacted] former Chief, East Coast Bureau, replaced [redacted] [redacted] as Chief, Field Operations Staff, on 30 November. [redacted] became Chief, East Coast Bureau the same day.

STAT

STAT

STAT

2. The Dictaphone factory has now completed shipments to ECB of the magnetic belt recording and transcribing equipment. Minor modifications based on FBIS field experience will continue until the equipment is completely satisfactory.

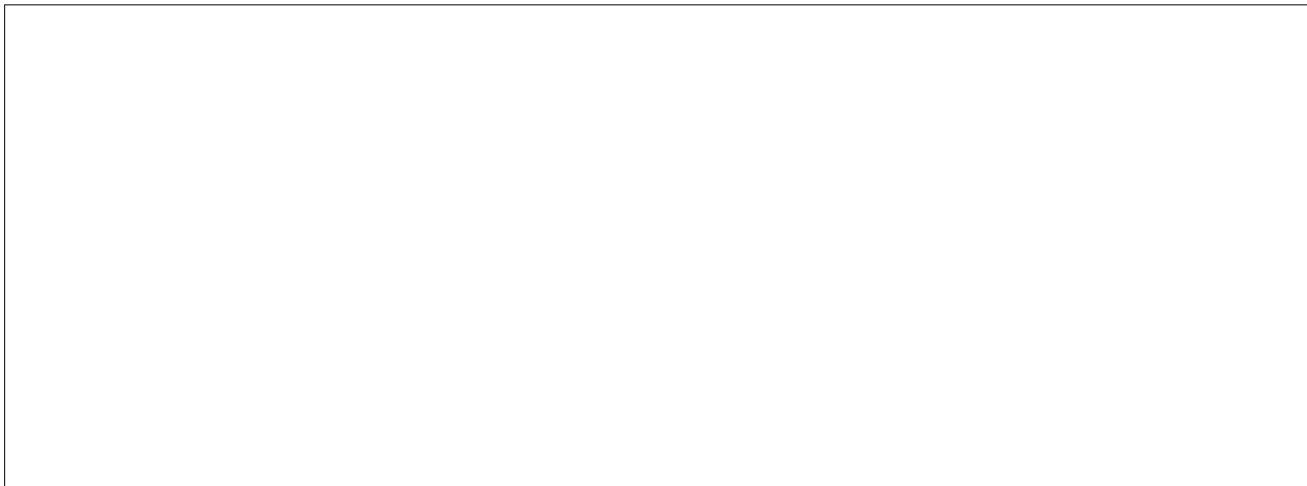
3. Plans are in progress for the TDY assignment to Panama of Maintenance Engineer [redacted] who will assist the Post Chief with repair and maintenance of all equipment, and will complete the electronic wiring at the station. --STAT

4. Several Bureaus have already taken inventories of Dictaphone memobelt equipment parts and have transmitted such inventories both to headquarters and to the major bureau from which they will henceforth draw parts. Arrangements have been made for the headquarters warehouse to ship all stocks of such parts to the Okinawa and Mediterranean Bureaus, who will act as supply points for other overseas bureaus.

5. Bureaus are requested to ensure that arrangements have been made for return air freight shipments before employees depart on home leave.

6. Bureaus are requested to submit Current Residence and Dependency Report, Form 61, whenever a change in dependency occurs. Bureaus should also scrutinize the form to ascertain whether a change in the permanent address is indicated since proper justification is required to change an employee's place of permanent residence in the United States.

7. The following FBIS regulatory issuances were released during the month of November.



STAT

U-N-C-L-A-S-S-I-F-I-E-D

U-N-C-L-A-S-S-I-F-I-E-D

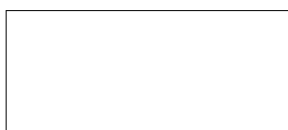
STAT

SUBJECT: Letter of Instruction



PERSONNEL CHANGES

1. New Employees in FBIS



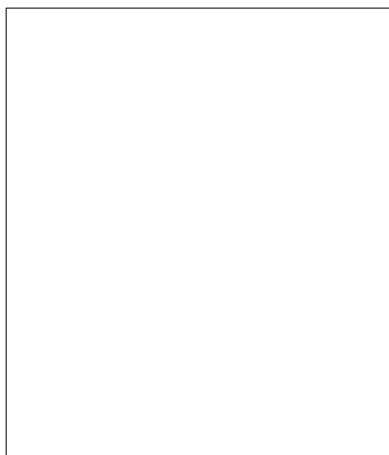
Assignment

Editor, Ed. Br.

STAT

Editor, Ed. Br.

2. Reassignments



From

To

Asst. Chief
Eng. Staff

Chief Engineer
ECB

STAT

Librarian
ECB

Librarian
Ed. Br.

Librarian
Ed. Br.
Intel. Analyst
RPB

Librarian
ECB
Editor
Ed. Br.

Watch Officer
WCB

Watch Officer
Okinawa

3. Departations



From

Monitor
WCB



STAT
STAT

ROGER G. SLEELY

U-N-C-L-A-S-S-I-F-I-E-D