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PHYSICAL SECURITY DIVISION

OFFICE OF SECURITY

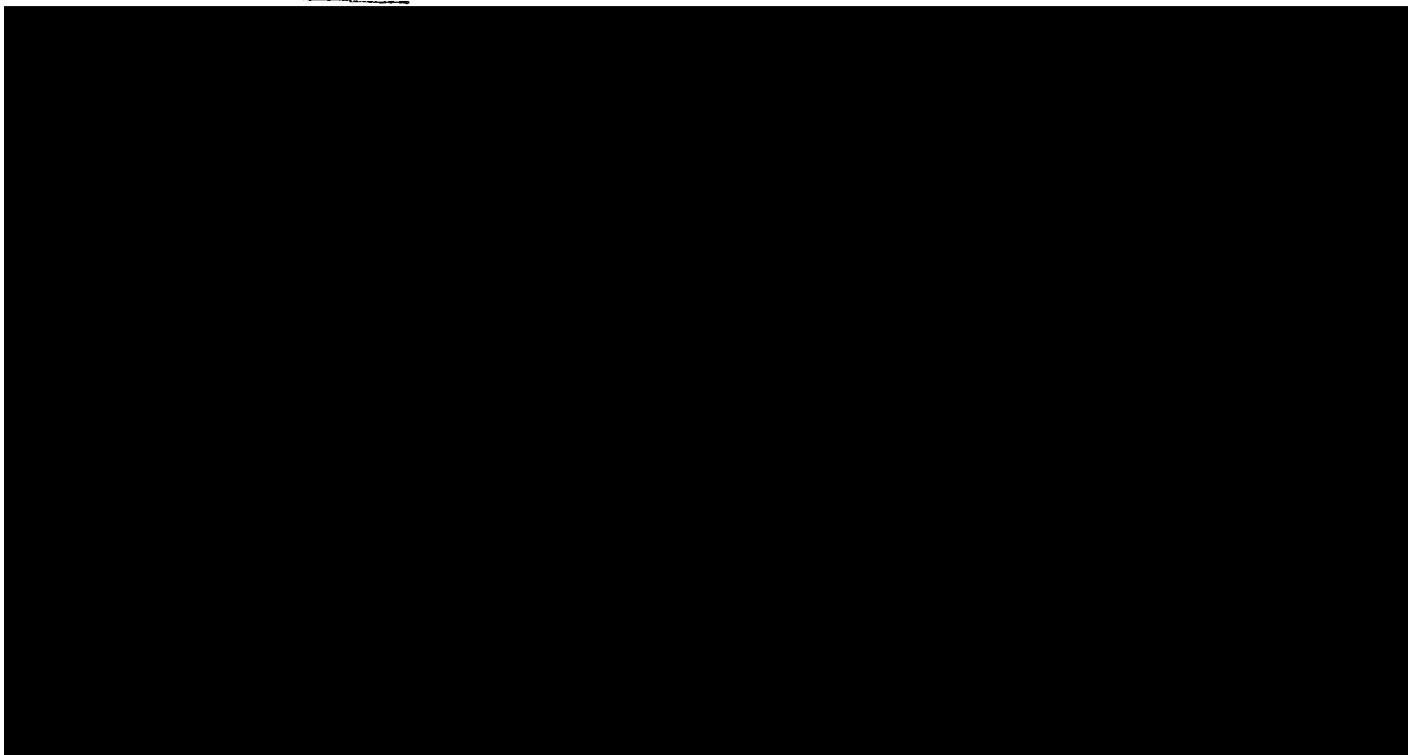
Monthly Report NOVEMBER 1977

Monthly

Cumulative  
Total FY-78

1. OVERSEAS ACTIVITIES (C)

25X1A



2. DOMESTIC ACTIVITIES (C)

Survey Activity:

25X1A

██████████ Surveys Completed	6	6
Washington Metropolitan Facilities Surveys Completed	9	26
Non-Agency Facilities Surveys Completed	4	6

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PhySD Monthly Report NOVEMBER 1977 (Continued)

	Monthly	Cumulative Total FY-78
Advice and Guidance	72	209
Security Violations Program		
Investigated Domestically	54	115
Domestic Charged	32	59
Overseas, Correlated/Charged	48	78
Briefings	3	4
Investigations	5	8
Support Activities (Capitol Hill)	4	6
Special Projects or Assignments	6	15
Briefcase/Package Inspections	1	2

3. HEADQUARTERS ACTIVITIES (C)

Security Duty Office		
Incidents Involving Written Reports	57	112
Security Assistance Cases	1,675	3,339
Security Inspections of Agency Facilities	350	649
Receptionist Section		
Total Number of Visitors Processed	10,185	20,068*
Collateral Clerk Office		
Number of Fines Collected	157	305
Money Collected	\$951.00	\$2,106.00
Identification Section		
Staff Badges Issued	973	2,151
VNE Badges Issued	81	271
Credentials Issued	213	482
Staff Badges Destroyed	210	500
VNE Badges Destroyed	108	269
Credentials Destroyed	226	459
Security Services Section		
Security Equipment Service Calls	1,055	2,179*
Special Support Assignments/Man-hours	276	490
██████████ Escort Assignments	1,118	2,223
Classified Escort Assignments/Man-hours	32	56*

25X1A

4. SAFETY ACTIVITIES (U/AIUO)

Safety Surveys		
Man-hours	0	1
Special Safety Inspections	0	8
Man-hours	12	17
	25	50

\* Cumulative figure adjusted due to increase in October figure.

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PhySD Monthly Report NOVEMBER 1977 (Continued)

	Monthly	Cumulative Total FY-78
Accident Investigations	0	0
Accident Reports Processed	106	121
Analytical and Statistical Reports Prepared	0	0
Training Given		
Formal Full-time Programs	1	2
Number of Students	19	44
Student Man-days	38	163
Briefing Sessions		
Number of Sessions	24	31
Number of Attendees	2,424	3,543
Student Man-hours	2,492	3,611
Special Programs		
Number of Attendees	1	1
Number of Attendees	1,834	1,834
Safety Literature Distributed	7,544	10,044
Fire Alarm Tests Conducted	0	0
Support Actions	17	25
Fire Drills	0	4

5. INDUSTRIAL SECURITY BRANCH ACTIVITIES (U/AIUO)

Audit Activity		
Audits Completed	1	5
ISB Travel*		
Man-days on Domestic TDY	62	165
ISB Training--Man-hours*	10	10

6. Physical Security Division Travel (C)

(Exclusive of Training)		
Man-days on Overseas TDY	142	172
Man-days on Domestic TDY	95	231
Total Man-days on TDY	237	403

\*ISR's figures also included in overall Division figures (#6 and #7).

PhySD Monthly Report NOVEMBER 1977 (Continued)

	<u>Monthly</u>	<u>Cumulative Total FY 78</u>
7. <u>Physical Security Division Training (U)</u>		
Man-hours Receiving Training	<u>153</u>	<u>470</u>
Man-hours Conducting Training	<u>73</u>	<u>162</u>

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### ROUTING AND RECORD SHEET

SUBJECT: (Optional) 25X1A

FROM: C/PhySD/OS  
200 [REDACTED]

*Officer*

EXTENSION  
5882

NO.

DATE  
13 DEC 1977

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED      FORWARDED

1. C/PPG/OS  
4E-70 Hqs.

2.

3.

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