

26 March 1982

Proposal

1. The Classification Review Division (CRD) should continue working on a major Agency requirement, the classification review of Foreign Relations of the United States (FRUS), for the Department of State. The current workload of 28,000 pages that have to be reviewed for classified material by the Agency in 1982, plus the upcoming workload of 33,000 pages in 1983 will require 2.5 man-years in manpower for each year. This is an ongoing and long-standing program that the Agency has to carry on.

2. Agency classification review responsibilities at the National Archives, Presidential Libraries, and with the Department of Defense and other agencies will require 2.75 man-years of manpower. Under present circumstances and those anticipated in the foreseeable future, the indication is that the demand for Agency classification review services will increase at the Presidential Libraries and with the DOD and other agencies. More material will be made available to researchers and the public at the Libraries and more histories and publications are being released at other agencies. The Agency has a vested interest in these areas that no truly classified information will be inadvertently released, that no classified information will be published that could seriously harm national security, and that above all sources and methods will be protected at any cost.

3. The Director of Information Services (DIS) has delegated to CRD the responsibility for carrying out the DDA classification review of manuscripts by present and former employees. The DIS, as a member of the PRB, is charged with this responsibility. We believe that CRD should continue to discharge the classification review for the DDA, the DIS and through him the PRB. It will take 2.0 man-years of manpower to carry on this duty as it is presently handled and structured under the PRB.

4. After exhaustive study and deliberation, we believe the Agency should continue a limited but highly integrated systematic review service and capability within DDA/OIS/CRD. It will give the Agency a well-balanced posture under the new Executive order for classification and systematic review. The systematic review as reconstituted is optional and we propose that the function as kept in CRD be that option. CRD will continue systematic review by reviewing records that appropriately lend themselves to proper review and declassification. With an eye toward turning up new materials, CRD proposes that we step back a little and clean up the Agency records and get them set for a re-focused systematic review that identifies the record groups in their proper context and time framework that are of permanent historical value and only review these. CRD will have to work with OIS/RMD and others on this phase of the work and we propose to devote 4.0 man-years of manpower to the re-focused Agency systematic review. The Agency with such a program will be in a good long-range position to answer the requirements of any President, any Executive order, any Congress, and any critic on systematic review of Agency records of permanent historical value. The Agency will be in a strong position.

5. CRD, in carrying out the functions as outlined in this proposal, will commit 12 man-years of manpower to the overall tasks as assigned to classification review officers at the GS-13 level.

6. To manage and support the 12 man reviewing officer force, we will need a division chief, two branch chiefs, one secretary, one information control assistant and one clerical. The total work force in the restructured CRD will be 18 people.

7. If the DIS and CRD are to be charged with the carrying out of a consolidated classification of manuscripts for the entire Agency under the aegis of the PRB as presently constituted, CRD would have to devote 3.0 man-years of additional reviewing officer manpower to the effort. It would also require 2.0 man-years of support manpower for clerical, technical and secretary support. The total work force in CRD under this additional requirement will be 23 people.

DDA 82-0008/15

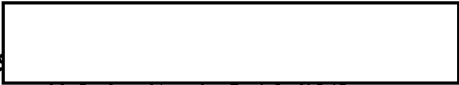
18 March 1982

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Executive Order 12065

1. In accordance with your request last evening, Attachment A provides an overview of the problems with E.O. 12065; Attachment B is the Executive Order.
2. As I mentioned, we had estimated that it would cost \$80 million in the first 10-year review if we were to fully comply with the Executive Order. I am now advised that because of an increase in the proficiency of the reviewers this figure has been reduced. We will spend \$21 million by 1988 in order to meet about 30 percent of the documents requiring review. Of this 30 percent, it is estimated that not more than two percent will be declassified and that two percent will be of little interest to the public. At the end of the first 10 years we must start reviewing the material previously reviewed during the first 10 years.
3. The revised Executive Order is now held by Judge Clark. The Intelligence Community has made its recommendations to the Information Security Oversight Office which are now contained in the revised order. The revised order makes it optional to have a systematic review program. Since we are declassifying such a small amount, we would have a program that is restricted to certain categories of material thereby relieving us from the current burden.
4. Any help you can give us in getting the revised Executive Order published would be greatly appreciated.


Harry E. Fitzwater

Atts

cc: EXDIR
D/OIS

OD/OIS Distribution:

1 - C/APP
1 - C/CRD

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SUBJECT: SYSTEMATIC REVIEW FOR DECLASSIFICATION

SYNOPSIS:

The program of Systematic Review for Declassification mandated by Executive Order 12065 is a disaster. It is not cost effective; it syphons off valuable, scarce resources from CIA's primary mission; and it poses security risks. It should be abolished. The General Accounting Office has also recommended its abolition.

BACKGROUND:

Section 3-4 of Executive Order 12065 (E.O. 12065) effective 1 December 1978 requires the Executive Branch to institute programs to review all "permanently valuable records" when they reach 20 years of age (30 years for foreign government information) to determine whether the records should remain classified. If they remain classified after such review, they then must be reviewed again 10 years later, and every 10 years thereafter until declassified, unless a longer period is agreed to by the Director, Information Security Oversight Office (ISOO). Such ISOO exemptions can be difficult to come by.

The above requirement is not new. The idea started during the Eisenhower administration and in 1972 President Nixon issued E.O. 11652 which contained a similar declassification review requirement with two major differences: the initial review was to take place when records reached 30 years of age, and the time interval for re-review was left to Department Heads. E.O. 12065, recognizing that agencies were not geared up to switch from the old 30-year period to the new 20-year requirement overnight, allowed agencies 10 years to close the gap. Hence, by 1 December 1988 all permanent records dated 1 December 1968 and before are to receive an initial review.

CURRENT STATUS:

Our best estimate indicates that we still have approximately 22,000 cubic feet of permanent records that must be reviewed by 1 December 1988 if we are to comply with E.O. 12065. We have 33 people performing the review. Because of the sensitive nature of our records, we must use mostly senior analysts with long years of experience. They are highly trained in their jobs and utilize procedures designed to maximize their production. In spite of this devotion of resources, we are able to review on an average only 800 cubic feet per year. Thus, by 1 December 1988, unless we more than triple our staff, we will accomplish less than 30 percent of our objective. Also, in December 1988, as we continue to attack the remaining 70 plus percent, we will have to begin the second review of all material once reviewed and on which the decision was made to continue classification. Since our experience shows that we continue classification on over 85 percent of the records reviewed, we will have to re-review

most of the material we review by December 1988. At that time, we will be faced with the first review of records beginning to mature in December 1988. It is an impossible job.

CURRENT PROBLEMS:

CIA's program for systematic review of classified material entails the following:

1. Dollar Costs: We will spend \$21 million by 1988 under our current program and still not comply with E.O. 12065.
2. Human Resource Costs: 33 people, mostly valuable, scarce senior analysts, spend full time reviewing classified documents under our current setup; over 88 people would be required if we are to comply with E.O. 12065. These people could and should be used to collect and produce intelligence.
3. Results of Review: On the average, two percent of the material reviewed is declassified. The declassified material that does eventually reach the public will be of little interest.
4. Security Risks: Given our workload and time pressures, there is always the danger of human error resulting in the release of compromising information. Also, the release of the declassified material adds to the total picture our adversaries have access to. When added to material released under FOIA, books, and leaks, this total picture is awesome and frightful.
5. Chilling Effect on Intelligence Relationships: Because of past Congressional investigations, FOIA releases, books by former employees, and leaks, many agents and foreign intelligence contacts who would have cooperated in the past now perceive that we are unable to keep their relationship secret. With systematic review for declassification added to the list, we guarantee these folks that if their names haven't come up for review previously, they will come up when documents containing their names or identifying data become 20 years old.

RECOMMENDATION:

It is recommended that E.O. 12065 be modified to eliminate Section 3-4 or, alternatively, to exempt CIA from its provisions. The General Accounting Office has concluded after a lengthy investigation that this program should be abolished Government wide. If so, then it is submitted that even more so should it be abolished with respect to CIA.

TRANSMITTAL SLIP		DATE 25 Nov 82
TO: C/CRD		
ROOM NO.	BUILDING	
REMARKS: C/ADM (over) AC/INT C/S+T 3183 FYI. AC/OPS C/CRD C/OPS — HOLD FOR JOAN — FILE: REVISION OF 12065. THE PAPER ATTACHED TO DDA 82-0008/15 IS AN UPDATED VERSION (ONLY NUMBERS CHANGED) OF THE ONE [] SUBMITTED WAY BACK WHEN.		
FROM: D/OIS		
ROOM NO.	BUILDING	EXTENSION

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✓ C/ERO & C/OPS: 25 MARCH 1982
Approved For Release 2005/12/14 : CIA-RDP85B00236R000100180018-6

-- AM I BEING OVER OPTIMISTIC
OR IS THERE A STATEMENT IN
913 OF DDA'S MEMO NO. 6
-- RESTRICTED TO CERTAIN CATEGORIES
OF MATERIAL, ~~THE~~ " (LAST
SENTENCE), ON WHICH WE
CAN HANG OUR NEW IDEA
OF PROTECTED SYSTEMATIC
REVIEW AND SYSTEMATIC
REVIEW SUPPORT?