

DD/A Registry

83-4801/3

S E C R E T

90-9

30 NOV 1983

MEMORANDUM FOR: Director, Intelligence Community Staff

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Intelligence Community Staff New Communications
Services Requirements, FY1986 through FY1990

1. For FY1986, as in previous years, the CIA Office of Communications will continue to program and budget for those services, with some modest increases, included in its base program. We recognize that Intelligence Community Staff activities may have requirements for communications services in addition to those currently being satisfied. To assist you and OC in planning for these services, please identify to the Office of Communications those needs for enhanced or new communications services. OC will cost these requirements and return to you information for inclusion in your FY1986-90 program and budget.

25X1

2. We request your requirements for enhanced levels of services or for communications services for new initiatives be submitted to the Office of Communications by 30 December in the format outlined in the attachment to this memorandum. Receiving your needs by this date will provide OC with sufficient time to prepare and forward to you cost estimates for the new requirements by 17 February 1984.

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3. For your information, the Office of Communications is planning communications services for the new CIA headquarters building. Current plans call for standard communications services (black telephone, secure voice and a wide range of secure

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data transmission equipment) required for the new headquarters building will be programmed in a new headquarters building support initiative. However, any special or unique communication needs for the new building over and above the standard services are to be programmed by the operating component. If any ICS component requiring special communications is scheduled for the new building, please identify them in your submission to OC on 30 December. [redacted]

4. The new communications requirements activity is being coordinated within OC by the Management and Liaison Staff/ Requirements and Analysis Group. If you have any questions, please call [redacted] As in past years, OC representatives are prepared to assist members of your staffs with the new requirements as necessary. [redacted]

Harry E. Fitzwater

Harry E. Fitzwater

Attachment:
As stated

ORIGINATOR:

[redacted]

Director of Communications

11/23/83

Date

Distribution:

- Original - Addressee w/att.
- ② - DDA w/att.
- 1 - O/Compt/AG w/att.
- 1 - D/CO w/att.

S E C R E T

UNCLASSIFIED

NEW COMMUNICATIONS SERVICES

REQUIREMENTS

FORMATTING INSTRUCTIONS

1. Please submit requirements in the attached format.
2. Assign a requirement number, indicate office and program year. See example in upper right-hand corner.
3. Indicate whether the communications service is to be an enhanced service to an ongoing program or in support of a new initiative.
4. A priority rank of each requirement should also be assigned.
5. Classify as appropriate.

UNCLASSIFIED

S E C R E T

(S A M P L E)

REQ. NUMBER: DO/FR-01/86

OFFICE RANK: 1

25X1

OFFICE:

TITLE:

Installation of Communications Equipment

REQUIREMENT:

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25X1

Full word processor/communications installation -
(New Initiative #1)

JUSTIFICATION:

Operational requirement for domestic field station which requires full word processing communications capability.

TIME REQUIREMENT:

FY-86

IMPACT OF LACK OF SERVICE ON OTHER PROGRAMS:

Unknown.

CONTACT:

25X1

Name:

Office:

Telephone:

(S A M P L E)

S E C R E T

S A M P L E

REQ. NUMBER: TSD-01/85

OFFICE RANK: 1 of 1

OFFICE: OSO/OG/TSD

TITLE: Secure Teletype Communications

REQUIREMENT:

TSD has a requirement for secure teletype communications between OSO/TSD and three contractor facilities in FY-86. XYZ, Inc., ABC Systems, and MNO Data, Inc. (Enhanced service to ongoing program.)

JUSTIFICATION:

Above facilities have contracts associated with highly sensitive operations and secure communications is required.

TIME REQUIREMENT:

FY-86

IMPACT OF LACK OF SERVICE ON OTHER PROGRAMS:

Lack of service will impact scheduled deliveries due to Program XXX.

CONTACT:

Name:

Office:

Telephone:

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S A M P L E

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