

ADMINISTRATIVE - INTERNAL USE ONLY

This Notice Expires 1 February 1984

ORGANIZATION

14 July 1983

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ESTABLISHMENT OF THE OFFICE OF LEGISLATIVE LIAISON

[REDACTED]

1. The Office of Legislative Liaison (OLL) is established, effective 18 July 1983, and the Office of External Affairs (OEXA) is abolished herewith. OLL has exclusive responsibility for all matters concerning relations with Congress on behalf of the Director of Central Intelligence (DCI), the Deputy Director of Central Intelligence (DDCI), the Executive Director (ExDir), and the Agency. The Director of OLL is Clair E. George and the Deputy Director is [REDACTED]. The office incorporates those components formerly part of the Office of General Counsel which have responsibility for Congressional relations as well as the former Legislative Division of OEXA.

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2. Primary responsibilities of OLL are:

a. To advise the DCI, DDCI, and ExDir on all Congressional matters concerning the Agency and the Intelligence Community.

b. To serve as the sole focal point for Agency contact with Congress and its individual members, committees, and staffs; as well as with legislative liaison staffs of other executive departments and agencies; and, when appropriate, to serve as the focal point for all Intelligence Community liaison with Congress and its individual committees, members, and staffs.

c. To study, recommend, and coordinate Agency or joint Agency and Intelligence Community action in connection with legislation proposed by the Congress, the Intelligence Community, or the Agency.

d. To conduct liaison for the Agency and Intelligence Community, when appropriate, with the Office of Management and Budget concerning proposed legislation, enrolled bills, and reports on proposed legislation, keeping the Comptroller appropriately advised.

e. To process all Congressional correspondence and inquiries.

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3. The remaining components of the OEXA will report to the ExDir and their organizational structure will be set forth in a separate notice.

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Harry E. Fitzwater
Deputy Director
for
Administration

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DISTRIBUTION: ALL EMPLOYEES (1-6)