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28 April 1959

MEMORANDUM FOR: Assistant Director, Current Intelligence

SUBJECT: The New OCB Reporting Procedure

1. Mild procedural chaos still reigns within the OCB, and working groups apparently retain a degree of choice between the old and the new format. Several drafts and redrafts of the new procedure have been circulated within the OCB staff, and a copy of the most definitive of these is attached. The final version is supposed to appear soon.

2. As you know, the Director committed us to one page annexes in most cases, and the logic of the new reporting format requires that these be attached to the operations plans rather than to the reports. Therefore we will be producing more of the abbreviated annexes. In a few days I will submit for your approval a draft revision of the OCI notice dealing with annex production.

3. We will be producing annexes for about 30 countries or areas instead of the 21 formerly covered. This will mean a maximum annual turnover of 60 annexes, since each operations plan is to be appraised semi-annually by the working group. The proposed coverage has been discussed with Tom Parrott and tentatively submitted to the Board Assistants. It breaks down as follows: (Asterisks indicate our former coverage)

I. Plans to have an Annex: (21)

- * France
- * Iceland
- * Latin America
- * Finland
- * Italy
- * Yugoslavia
- * Greece
- * Turkey
- * Iran
- * Tunisia, Morocco, Algeria
- * Libya
- * Horn of Africa (Formerly Ethiopia)
- * Near East and Saudi Arabia

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II. Ops Plans grouped under one area-one or more annexes:
(6-9)

- * Africa South of the Sahara (Ghana, Liberia, Nigeria, U. of South Africa)
- * South Asia (Afghanistan, Pakistan, Ceylon, India-Nepal)
- * Mainland Southeast Asia (Burma, Thailand, Cambodia, Laos, Vietnam, Singapore-Malaya)

III. Plans with no Annex:

- * Korea (No plan exists)
- * Hong Kong (No plan exists)
- * Philippines
- Taiwan
- Spain
- Poland

[Redacted Box]
Austria
Eastern Europe
Outer Space (may be done by OSI)
Antarctica (already done by ORR- oral briefing)

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4. We can move plans back and forth from I to III at our discretion as we feel the situation warrants. We retain the same flexibility in determining the number of annexes to be produced for the grouped plans in category two. I anticipate no increase in the overall commitment of OCI resources to the job. Although the annexes have multiplied, their brevity will considerably simplify agency coordination which has always been fifty percent of the job.

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