

~~C O N F I D E N T I A L~~

6 December 1984

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Information Services

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SUBJECT: OIS Weekly Report (29 November - 5 December 1984)

A. PROGRESS ON ACTION ITEMS

1. Ames Building ISC. All OIS components have agreed to the registry support and mail procedures to be provided by the ISC. On 3 December 1984, a centralized document control, mail receipt, and delivery point was implemented in OIS. ISC services in Ames were further expanded with the activation of the DACOM facsimile machine. The DACOM facility will provide Intelligence Community Staff and other Ames Building components a more rapid system to transmit and receive classified documents. The DACOM link is currently limited to transmitting material to the Headquarters Building,

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2. Historical Review Program. The Director of Information Services (D/OIS) and other representatives from OIS met with the Chief, DCI History Staff, to discuss the latest steps in getting the new Historical Review Program under way. A schedule of steps for implementing the program is being proposed to the DDA. C/DCI History Staff will begin consultations with historians/researchers inside and outside of government for identifying topics of interest. The History Staff will draft the DCI response on the feasibility of a historical review program pursuant to the new CIA Information Act. The Classification Review Division (CRD) will search for already reviewed and declassified material as first offerings under the program. Among suggestions are files which have been cleared by the old OSS Review Team for the period 1945 to 1947 and material declassified during OIS/CRD's old Systematic Review Program.

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## B. SIGNIFICANT ACTIVITIES AND ITEMS OF INTEREST

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2. Systematic Review of National Intelligence Estimates. When the systematic review program was suspended, CRD had outstanding the review of some 369 National Intelligence Estimates (NIE). These documents had been selected by CRD analysts as suitable for declassification; however, because the documents were jointly produced by all agencies in the intelligence community, it required a massive coordination program. Moreover, since the NIEs were dated between 1950 and 1965, the copies originally distributed had since been destroyed or otherwise were impossible to locate. Consequently, for two years CRD hosted a number of community reviewers who examined the record copies. This program--began in 1982--has now been completed. Of the 369 estimates, 37 were denied declassification, primarily by the Department of State for foreign relations reasons. The remaining 299 NIEs have been declassified, the information entered into the DARE system, and are now available for the historical review or any other program.

3. Shelving for Records Center. On 28 November the Chief of the Agency Archives and Records Center (AARC) visited the Nuclear Regulatory Commission (NRC) to exam their movable shelving complex. The NRC's shelving is the same type that probably will be installed at AARC by the same company. The shelving incorporated several improvements, including features that reduce the amount of maintenance required and the amount of noise generated. A feature of particular interest was the ability to hand crank the movable shelving when motor service is inoperative, whereas the movable shelving at AARC must be pushed by hand when its motors are not functioning. The Corps of Engineers is working up a detailed assessment of the work required to install the shelving at the Center.

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