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NOTE FOR:

FROM:

DATE:

SUBJECT:

07/16/95 01:17:07 PM

RDP Weekly Report, Week of 10-14 July 1995

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89 Days Left Until the Effective Date of the Executive Order

Activities and Accomplishments

Six-month Program Extension!

Through the stroke of a pen, ISOO/OMB has adjusted the end-date of the automatic declassification period. General interpretation of the Executive Order (EO) put the end-date of the 5-year declassification period as 5 years from the April 1995 signing date of the EO or April 2000. The recent draft ISOO/OMB implementation directive fine print states the end-date (when all unreviewed documents become automatically declassified) is October 2000 (5 years after the October 1995 effective date of the EO). The EO was ambiguous on this point, and even ISOO in earlier drafts opted for the April date. No doubt the magnitude of the task facing all agencies is setting in. Needless to say, we will not contest this change. (AIUO)

Deliverables under Review

RDP has begun an intensive review of the following project deliverables, the Functional Requirements Document (FRD), which addresses functional requirements for the Agency Redaction Factory; and the Declassification Guide, which will set the redaction standards for the program. Also under review are the AARC Survey Report, which describes the results of our 1200 box survey of Agency holdings under the purview of the Executive Order; the RDP Project Management Plan; and the RDP Exemption Strategy and Plan which will

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guide our development of justifications for exempting whole file series from automatic declassification. Project personnel are spending a large part of their mornings and afternoons in line-by-line review of the first two critical documents in particular. (AIUO)

New Office Space

We received notification from Chief, Facilities Consolidation and Planning Staff that we must vacate [redacted] no later than 15 September 1995 since the building is being turned over to GSA on 30 September 95 as part of the Facilities Consolidation Program. We are in the process of responding to that memorandum with our requirements for space to support 40 people and associated office equipment. In parallel, we have contacted Space Planning Branch (SPB) and will be looking at temporary space for FY96 which will be located on the 12th floor of Ames. We have scheduled ourselves with the OL movers to move the night of 11 September. We will perform a site survey of the new temporary space being offered by SPB on Tue 18 July. (AIUO)

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Chief, Records Declassification Program
MSG/OIT

CC:

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