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11 June 1953

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MEMORANDUM FOR THE MEMBERS OF USCIBEC:

Subject: Proposed Terms of Reference for USCIB Intelligence Committee.

Pursuant to a decision of USCIBEC at its 1st Meeting on 27 May 1953, the Proposed Terms of Reference for the USCIB Intelligence Committee have been redrafted and are forwarded herewith for information and study. The enclosure will be considered as an item on the agenda for the 3rd Meeting of USCIBEC on 19 June 1953.

H. D. Jones
H. D. JONES

Deputy Executive Secretary, USCIB

Enclosure
A/s

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IA-2/142

2 June 1953

PROPOSED USCIB DIRECTIVE NUMBER _____ (CIBD # _____)

PURPOSE, MISSION, COMPOSITION, AND FUNCTIONS OF THE
USCIB INTELLIGENCE COMMITTEE

PURPOSE:

1. To assist the United States Communications Intelligence Board (USCIB) and the USCIB Executive Committee in the discharge of their prescribed duties and responsibilities, there is hereby established the United States Communications Intelligence Board Intelligence Committee, whose terms of reference are set forth herein.

MISSION:

2. To advise USCIB and the Executive Committee on intelligence matters.
3. To advise the USCIB Executive Committee on intelligence requirements and their priorities. To establish and forward to the Director of NSA detailed information requirements needed to fulfill the intelligence requirements established by the Executive Committee.
4. To furnish guidance to the Director, NSA on the implementation of intelligence requirements.

COMPOSITION:

5. The Intelligence Committee shall be composed of one representative and an alternate from each of the member departments and agencies of USCIB, to be designated by the incumbent USCIB member. A permanent non-voting Chairman of the Intelligence Committee shall be nominated from among the personnel assigned to the executive secretariat by the Executive Secretary, USCIB, and approved by the Executive Committee.

FUNCTIONS:

6. The Committee shall consider the intelligence requirements of each USCIB member and present those requirements in priority order to the Executive Committee.

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7. The Committee shall identify conflicts among requirements arising from limitations in available collection and production facilities, and resolve these conflicts, or, failing to do so, submit them to the USCIB Executive Committee for resolution.

8. The Committee will assess NSA publications in order to:

a. Apprise the Executive Committee and the Director of NSA as to the degree these publications fulfill USCIB intelligence requirements, and

b. Provide guidance to the Director, NSA on the method of presentation of NSA's product.

9. The Intelligence Committee shall serve as a standing group for USCIB and USCIBEC to consider other intelligence matters of common interest for which USCIB is responsible, and make recommendations on all such matters. Such recommendations shall be forwarded to the Executive Committee for action unless specifically directed otherwise by USCIB.

10. It shall be the function of the NSA representative to advise the Committee concerning:

a. The NSA current and long range capabilities with respect to the collection and production of information on specific USCIB communications intelligence requirements, including the relative expenditure of effort involved, and

b. The requirements of NSA for documents, studies, and other information prepared by the intelligence departments or agencies, which support its technical operations.

PROCEDURES:

11. The Intelligence Committee shall meet regularly at the call of the Chairman. A special meeting may be called if, in the opinion of the Chairman or any member of the Committee, circumstances warrant such action.

12. An agenda shall be prepared by the Chairman in advance of each regular meeting. Any member of the Intelligence Committee may place an item on the agenda by notifying the Chairman in writing, or by introducing

the item at a meeting with the concurrence of all members. Items may also be placed on the agenda by the Chairman.

13. The Intelligence Committee shall forward its conclusions and recommendations to the Executive Secretary for appropriate action. When the Committee fails to reach a unanimous agreement on any matter, a report of that fact, together with a brief of the majority and minority opinion, shall be forwarded by the Chairman to the Executive Secretary for appropriate action.

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