

DISPOSITION FORM

FILE NO.

SUBJECT

Technical Management Board

TO

Chiefs,
Staff Divisions and
Offices

FROM

Chairman, TMB

DATE

21 June 1954
Stratton/60242/mdc

COMMENT NO. 1

1. It is proposed to hold the fifth meeting of the principal members of the NSA Technical Management Board during the middle of September. While nineteen working groups have been formed and have studied specific problems, liaison among the principal members of the Board has been conducted by correspondence, and there has not been a meeting of the principal members since November 1953.

2. In accordance with the provisions of paragraph VI-a-(1), NSA Circular 112-2, each member agency may recommend items for inclusion on the agenda, which will be submitted to the Director for approval. In addition each member agency has been invited to submit suggestions for specific problems to be studied by working groups. The Director, on 30 December 1953, in a memorandum to Chiefs of Staff Divisions and Offices, subject: Projects for Technical Management Board, outlined the purpose of the TMB and requested submission of suggested items for consideration.

3. It is therefore requested that the following information be furnished the Executive Secretary, TMB, by 13 August 1954 in order that suggestions from the major components within NSA may be presented to the Director along with those being obtained from the other three member agencies:

a. Any items, such as policy or procedural matters relating to TMB operations, for inclusion in the proposed agenda.

b. Recommendations for specific problems for subsequent study by TMB working groups. Recommendations should be presented with supporting data which will identify the problem, clearly delineate its scope, and contain an estimate of the time required for a working group to study the problem. Negative reports are requested. This information is exempt from provisions of NSA Reports Coordination Program.

4. Any further information or assistance in preparing recommendations for specific projects can be obtained from the Executive Secretary, Room 19322, Naval Security Station, extension 60242.

CC: S/ASST (Mr. Friedman)

← *J. D. Jones*
J. D. JONES
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Chairman, Technical Management Board