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FILE NO.

SUBJECT

Digest of Staff Conference, 15 September 1953

TO **Chiefs of Offices and Staff Divisions** FROM **C/S** DATE **16 Sept 1953** COMMENT NO. **1**

1. DIRECTOR

a. In response to the S/ASST's comments on the reported approval of a GS-18 job for the civilian deputy for R/D (prescribed by NSCID No. 9 Revised), the Director instructed SEC to submit a report on the status of clearance processes pertaining to each of the present candidates for the position.

b. In reply to COMB's statement that the preliminary meetings on the subject of Technical Management were under way, the Director directed that two preliminary meetings were to be followed by actions on specific problems.

c. Commenting upon AG's announcement of a lecture to indoctrinate and reply to the questions of "administrators" respecting the AG's organization and processes, the Director reiterated his earlier statements that all Agency personnel in a supervisory position must undertake to train their immediate subordinates in administration as well as in technical matters: "THE PRINCIPAL REASON FOR ADMINISTRATIVE TROUBLES IS THAT YOU PEOPLE DON'T TRAIN YOUR ASSISTANTS, AND THEY DON'T TRAIN THEIR ASSISTANTS. YOU ALL HAVE THE ABILITY TO ACCOMPLISH THIS FUNCTION AND I EXPECT YOU TO DO SO."

d. In response to the AG's warning that several components of the Agency were becoming increasingly lax in the observance of Service requirements for lead-time on requests for travel authorizations for NSA personnel, the Director emphasized the need for compliance and directed that the next late requests be referred to him.

2. CHIEF OF STAFF

a. Noted that the Intercept Requirements paper was currently in the hands of the Defense Policy Council and was scheduled for submission to the SECDEF, with a recommendation for approval, in the immediate future.

b. States his agreement with COMB's position that current tendencies in NSA to by-pass COMB in establishing and conducting liaison with outside organizations are inefficient and productive of unnecessary complications.

c. In connection with remarks by PERS concerning the hiring and clearance aspects of "rotor wiring" personnel, instructed C/SEC to investigate and report on the so-called "bailing wire" phases of utilization of such personnel and on phasing and progress of this project.

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d. Noted that SEC would make a continuing effort to put the whole NSA security program on an "affirmative" basis. He also expressed his agreement with the action of ANALYSIS in holding informal get-togethers with representatives of SEC. Expressed his opposition to certain aspects of the Property Pass system (as it differentiates between military and civilian personnel), and instructed SEC to provide C/S with a recommended course of ameliorating action.

3. DC/S ADMINISTRATION

Discussed the latest developments concerning the "S" and "R" buildings (6th, and 4th and Independence Ave., respectively). Noted that "S" building was now unobtainable, and that a decision with respect to "R" building would be made soon. In reply to question by DCS/A, HqC reported that "R" building is inferior to "S" in condition and facilities. DCS/A expressed the belief that if any move to "R" building should materialize, the Movement Group should not become involved, but that HqC, LOG, and PROD should handle the arrangements as appropriate.

4. COMMUNICATIONS

Noted that the next period of ionospheric "blackout" was expected to begin about 21 September, and added that steps had already been taken to provide NSA with stand-by communications facilities such that it would not be necessary to activate the "M Day" facilities resorted to during the previous blackout period.

5. LEGAL ADVISOR

Announced that he had located his office in Room 19-213A, and was "open for business" as far as legal matters arising in other parts of the Agency were concerned.

6. PERSONNEL

Commented that NSA might encounter a delay in its efforts to provide comparable civilian billets for certain of the Reserve military personnel of the Agency who were scheduled for release to inactive duty in the near future.

7. TRAINING

Described the plan to aid the Air Force to establish an RP course (primarily an intercept course) at March Field Air Base in California. Noted that the course would last about 10 weeks; that once it got under way there would be about 20-30 graduates per month; and that two RP technicians from PROD would go to March Field to assist in setting up the initial curriculum and procedures.

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