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SPSIB-4

8 March 1945

MEMORANDUM for OIC, Military Analysis Section, SPSIB-4C

Subject: Functions of Military Analysis Section,
SPSIB-4C

1. Attached are copies of memoranda listing the presently assigned functions of each of the four subsections within the Military Analysis Section, SPSIB-4C. In addition to the subsection functions listed in the attached memoranda, the Military Analysis Section is responsible for the following functions:

a. Maintain liaison, as prescribed by proper authority, on technical and operational matters pertaining to traffic analysis with other branches of Signal Security Agency, with CP-20-0, and with Military Intelligence Service.

b. Provide training in Japanese military traffic analysis for personnel selected for traffic analysis work at Second Signal Service Battalion field installations, other American SIS headquarters, and other United States Army units, in coordination with Training Branch and Second Signal Service Battalion.

c. Advise the Branch Chief on assignment and transfer of personnel engaged in traffic analysis work at Second Signal Service Battalion detachments.


Willard H. Baird
Captain, Signal Corps

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SPSIB-4

8 March 1945

MEMORANDUM for CIC, Military Analysis Section, SPSIB-4C

Subject: Functions of Operational Analysis Subsection,
SPSIB-4C-1

1. The Operational Analysis Subsection is responsible for the following functions:

a. Study the Japanese military radio communications system for the purpose of reconstructing enemy military radio nets and identifying the characteristics of each net.

b. Derive intelligence wherever possible from a study of radio net organization, circuit operations, and traffic routing, when considered in connection with Japanese military Order of Battle.

c. Assign intercept missions, involving coverage of Japanese military (air, ground and water) radio transmissions, to all intercept units accepting directives from Signal Security Agency (including War Department fixed intercept stations, radio intelligence companies and detachments, overseas SIS control centers, and foreign centers).

d. Maintain coverage records of results obtained on intercept missions for the purpose of determining the extent and effectiveness of coverage and noting coverage deficiencies requiring re-assignment of missions.

e. Maintain complete information on known Japanese Army and air force radio circuits in terms of frequencies, call signs, schedules, net in which each circuit operates, TU blocks, etc.

f. Publish a Case Book monthly embodying circuit information mentioned in paragraph 1g, and distribute the Case Book to all intercept units working on Signal Security Agency missions, to foreign centers, and to other authorized recipients.

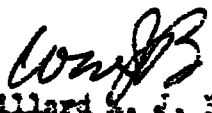
g. Receive and reply to traffic analysis reports dealing with circuit or net operations as received from field units, overseas SIS headquarters, or foreign centers.

h. Examine "chatter logs" received from intercept stations, extracting such information found therein which may assist both traffic analysts and cryptanalysts and forwarding such information to the appropriate offices.

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- i. Establish priorities for intercept coverage of Japanese military radio circuits, basing such priorities on a consideration of intelligence, cryptanalytic, and traffic analysis requirements.
- j. Direct and co-ordinate the activities of field traffic analysis units at detachments of the Second Signal Service Battalion and radio intelligence companies.
- k. Conduct research to identify Japanese call signs, reconstruct call sign allocations, determine cryptographic systems passing over each circuit and enemy units using such systems, detect and identify unusual traffic types appearing on Japanese military circuits, and determine the nature and function of various number series appearing on Japanese military traffic.
- l. Operate a direction-finding plotting service, maintaining records of direction finding bearings received and fixes obtained.
- m. Assign direction-finding missions to all units accepting such missions from Signal Security Agency.
- n. Publish weekly reports of Japanese military radio net and circuit operations for distribution to foreign centers, field traffic analysis units, overseas CIB headquarters, and other authorized recipients.
- o. Compile training publications relating to Japanese army intercept and traffic analysis work in collaboration with Training Branch.


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SPSIB-4


8 March 1945

MEMORANDUM for OIC, Military Analysis Section, SPSIB-4C**Subject: Functions of Area Specialist Subsection, SPSIB-4C-2**

1. The Area Specialist Subsection is responsible for the following functions:

a. Examine and tabulate on a daily basis Japanese Army traffic intercepted from specified areas in order to prepare a daily intelligence report based on unusual characteristics or contacts noted in the traffic, traffic routing, volume of traffic transmitted, circuits involved, enemy units communicating with each other, disappearance or re-appearance of contacts, cryptographic systems used, etc.

b. Render assistance wherever possible to translating and cryptanalytic units of Signal Security Agency and to MIS personnel on problems arising from a study of Japanese military radio traffic.


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Captain, Signal Corps

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3PSIB-4

8 March 1945

MEMORANDUM for CIG, Military Analysis Section, 3PSIB-4C

Subject: Functions of Information and Dissemination
Subsection, 3PSIB-4C-3

1. The Information and Dissemination Subsection is responsible for the following functions:
 - a. Identify and solve DD systems.
 - b. Publish Technical Bulletins based on traffic analysis studies of Japanese Military radio traffic.
 - c. Identify and locate place-names found in Japanese Military traffic.
 - d. Publish place-name gazetteers for the use of traffic analysis personnel at Signal Security Agency, at field installations, overseas SIS headquarters, and foreign centers.
 - e. Examine incoming documents and reports and determine the distribution to be made of information found therein.
 - f. Assemble and publish the Japanese Army Radio Information weekly report.



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SPSIB-4

8 March 1945

MEMORANDUM for CIC, Military Analysis Section, SPSIB-4C


Subject: Functions of Integrational Research
Subsection, SPSIB-4C-4

1. The Integrational Research Subsection is responsible for the following functions:

a. Conduct research studies from a traffic analysis viewpoint which will assist the cryptanalytic units in identifying routine and stereotype messages, isologs and in discovering cribs.

b. Advise the ^{Area Specialist} ~~integrational analysis~~ Subsection of the existence and characteristics of routine and stereotype messages.

c. Conduct long-range studies from a traffic analysis viewpoint and in conjunction with other units of the Intelligence Division on significant and recurring patterns in Japanese military traffic which can be used in the identification and selection of important messages for expeditious processing.


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8 March 1945

MEMORANDUM for OIC, Traffic Section, SPSIB-4B

Subject: Functions of the Records and Distribution
Subsection, SPSIB-4B

1. The Records and Distribution Subsection is responsible for the following functions:

- a. Prepare and distribute Sources of Traffic lists, indicating intercept and censorship sources submitting raw traffic to Signal Security Agency.
- b. Prepare and distribute Station Seven Origin and Address Code lists, indicating 5-letter code words used by MS-7 for the encodement of the address, signature, and destination of messages intercepted by MS-7.
- c. Maintain a record of the receipt of packages of raw traffic and the contents thereof received by mail or courier from intercept and censorship sources.
- d. Publish and distribute Daily, Weekly, Monthly, and Annual Receipt and Process reports indicating by type and nationality the number of messages received from each intercept and censorship source.
- e. Accomplish and return receipts for raw traffic received by courier from US 1 and Cable Censor.
- f. Indicate (by time-stamping) the date and time of receipt (GMT) on the original copy of all messages other than Japanese Military received by mail.
- g. Insure that the source of intercept and censorship is clearly indicated on each message.
- h. Distribute to the proper units within Signal Security Agency all raw traffic received from intercept and censorship sources.
- i. Identify each message by type, nationality, and cryptographic system (if pertinent) and indicate same on all traffic other than Japanese Military and Commercial and Personal plain text by means of a trigraph.
- j. Maintain a record of each message indicating the type, nationality, and cryptographic system (if pertinent); date of receipt; source of intercept or censorship; and the means of transmission by which the message was submitted.

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k. Maintain a daily record indicating the average elapsed time of "priority" traffic from intercept to receipt at Signal Security Agency.

l. Forward Naval "priority" messages to the Teletype Subsection for transmission to OP-20-GW by teletype in accordance with current Navy requests. Forward copies of other Naval and Japanese Weather messages to OP-20-GW by courier.

m. Insure that the dispatch by pneumatic tube or delivery by courier of all traffic conforms to prearranged schedules established from approved requests of units engaged in its subsequent processing.

n. Operate the pneumatic tube terminal in room 1426A during the swing and graveyard shifts.

Willard M. J. Baird
Captain, Signal Corps

8 March 1945

MEMORANDUM for OIC, Traffic Section, SPSIB-4B

Subject: Functions of the Basic Analysis Subsection,
SPSIB-4B

1. The Basic Analysis Subsection is responsible for the following functions:

a. Receive all intercepted Japanese Military Traffic reaching S/A, and analyze and prepare such traffic for further study by Traffic Analysis and Cryptanalysis units, or for further processing within the IBM Branch. The specific functions to be performed are as follows:

(1) Supply 3D code groups to a message to indicate the point of origin or point of destination, or both, of a message. This is to be done when these groups are omitted by the Japanese.

(2) Prepare the message for processing by IBM unit. The salient parts of the message are to be identified and indicated by the prescribed editing system to insure accurate "punching" by the IBM unit.

(3) Identify 3Ds, determine 3D code used, and edit in the place-name represented by the 3Ds.

(4) Recognize and determine the priority of a message from code group appearing in the preamble of the message.

(5) Segregate specific messages suspected to be of unusual importance and insure expeditious processing and routing of such messages.

(6) Determine the text code system by deciphering and deciphering the code discriminant, the initial group of the text. During periods when the Japanese cryptographic method is unrecovered, "predict" the discriminant by use of techniques developed by Traffic Analysis.

(7) Bind individual teletype messages in books of 70, marked appropriately, and deliver to IBM unit for "punching".

(8) Forward the various copies (4) of traffic to the Cryptanalysis (B II), IBM (G Branch) and Integrational Analysis (B IV) units. When requested, special type messages are to be given specific routings within the aforementioned units.

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- b. Maintain radio circuit card files for use in 20 editing.
- c. Conduct training courses as may be necessary for civilian personnel employed in Japanese Traffic Analysis within SP5IB-4 and for Military personnel assigned either to SP5IB-4 or to field units.

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