

FROM: ~~Conf.~~

NO: IS-5-0295 REF ID: A46706

IS-5  
Col. Cook

FILE DESIGNATION:  
24 Jan 45 Copy

Minutes of Meeting Held 24 Jan 45

*Met*

TO: DCR	TO:	TO:	TO:	TO:	TO:
DATE: 1-27	DATE:	DATE:	DATE:	DATE:	DATE:

ACTION:

Declassified and approved for release by NSA on 09-30-2013  
pursuant to E.O. 13526

OPERATING SERVICES DIVISION EXECUTIVE COMMITTEE 7Minutes of Meeting Held  
24 January 1945

1. IBM FUNDS - In connection with the Signal Security Agency budget, the Chief of the Supply Branch reported his findings covering funds for supplies furnished to the theaters and for rental of IBM equipment in the theaters. It was stated that only such items as approved by the theaters as necessary be provided, thereby requiring the use of theater funds.

In this connection, the question of adequate Table of Equipment for units of the Second Signal Service Battalion was discussed. The Chief of the Supply Branch was requested to investigate the matter with a view toward eliminating existing problems.

2. OFFICER PROMOTIONS - The Chief of the Division requested that the Branch Chiefs consider recommending for the promotion, to fill existing Table of Organization vacancies, those second lieutenants who have had six months or more in grade and who possess a high efficiency rating.

3. TEMPORARY OVERSEAS DUTY - It was stated that the Commanding Officer desires that only officers with an efficiency rating of "Excellent" or better be sent overseas on temporary duty. In this connection, it was reported that until such time as the number of the Signal Security Agency personnel on temporary duty overseas have returned to the Agency, no additional requests for overseas duty will be approved unless the need is urgent.

4. CONTROL ANALYSIS - The Chief of the Division distributed copies of the Control Analysis study made in the Photographic Section of the Laboratory Branch and explained the general nature and purpose of the report. It was requested that the branches submit any comments or criticisms regarding this subject to the Division Chief.

5. FIELD UNITS SECTION - The Chief of the Communications Branch inquired as to the status of the proposal of the transfer of the Field Units Section back to the Communications Branch. It was stated that the matter was being considered by the Chief of the Personnel and Training Division. The Chief of the Operating Services Division indicated he would look into the situation to ascertain its status.

6. PHOTOGRAPHIC MATERIAL - The Chief of the Laboratory Branch reported that a shortage of photographic material necessitated rejection of a request from the Intelligence Division for reproduction of some cryptanalytic material. It was requested that all such rejections or disapprovals be routed through the Office of the Division Chief in order that he may be kept apprised of such problems as they occur.

~~CONFIDENTIAL~~

7. INCREASE IN RECEIPT OF JAPANESE ARMY MESSAGES - A number of problems were discussed in view of the contemplated increase in the receipt of Japanese Army messages. The Chief of the Division requested that a coordinated study be made by the Branches involved in order that a complete report of the situation may be available to the Intelligence Division.

8. PRODUCTION OF CRYPTOGRAPHIC MATERIAL - The Chief of the Laboratory Branch stated that a reply was being prepared to the Cryptographic Branch indicating how the publication of additional cryptographic material would affect production of process negatives in the Laboratory Branch. He stated that the reply would be routed through the Office of the Division Chief.

Earle F. Cook  
Colonel, Signal Corps  
Chief, Operating Services Division