

24

USCIB: 4/72


13 July 1953

~~SECRET SECURITY INFORMATION~~

MEMORANDUM FOR THE MEMBERS OF USCIBEC:

Subject: Proposed Terms of Reference for the
USCIB Intelligence Committee.

1. The Ad Hoc Committee appointed at the Fourth Meeting of USCIBEC met with the Executive Secretary on 8 July to consider further the subject terms of reference.
2. The enclosure, which was agreed to by all members of the Ad Hoc group, is forwarded for study with a view to consideration at the next regular meeting of USCIBEC.


RUFUS L. TAYLOR
Captain, U. S. Navy
Executive Secretary, USCIB

Enclosure
Proposed USCIB Directive on
above subject.

USCIB: 4/72

~~SECRET~~

~~SECRET~~~~SECURITY INFORMATION~~~~SECRET - SECURITY INFORMATION~~

PROPOSED USCIB DIRECTIVE NUMBER _____ (CIBD # _____)
PURPOSE, ORGANIZATION, COMPOSITION, AND FUNCTIONS OF
THE USCIB INTELLIGENCE COMMITTEE (USCIBINTCOM)

PURPOSE

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

FUNCTIONS

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

3. The specific functions of the Intelligence Committee shall be:

- a. To prepare a master list of USCIB intelligence requirements and priorities thereof. (USCIB Master Requirements List.)
- b. To prepare information requirements which will interpret and amplify the USCIB Master Requirements List. These information requirements will consist of statements, in order of relative priority, of either those specific sources or that specific data which is considered most likely to fulfill the USCIB Master Intelligence Requirements.

~~SECRET~~

~~SECRET~~~~SECURITY INFORMATION~~~~SECRET - SECURITY INFORMATION~~

c. To assess the National Security Agency end-products supplied to consumer agencies in order that the Director, NSA, may be advised (1) as to the degree to which these end-products fulfill USCIB intelligence requirements, and (2) as to the utility of the form of their presentation.

d. To recommend and maintain under continuous review procedures whereby the member departments and agencies may place directly on the Director, National Security Agency, such additional (spot) information requirements as are needed to meet unusual or emergency situations.

e. To consider requirements of common interest for documents, studies, and other information collateral to COMINT.

f. To consider such other intelligence matters of common interest as are assigned to it by the Board, the Executive Committee or the Executive Secretary or are held by the Committee itself to require consideration by it.

ORGANIZATION

4. The Intelligence Committee shall be composed of one representative from each of the member departments and agencies of USCIB, to be designated by the incumbent USCIB member. An alternate member, with plenary power, shall also be designated to act in the absence of the regular representative.

5. A permanent non-voting Chairman of the Intelligence Committee shall be provided by the Executive Secretary, USCIB, from among the technical personnel assigned to the Executive Secretariat.

~~SECRET~~

~~SECRET~~~~SECURITY INFORMATION~~~~SECRET - SECURITY INFORMATION~~

6. The Chairman shall be responsible for the efficient functioning of the Intelligence Committee, and shall perform such administrative duties as may be required. To this end he shall prepare and distribute: agenda for meetings, papers in support of agenda items, resumes of decisions, minutes and vote sheet actions.

7. Secretarial services for the Intelligence Committee shall be provided by the Executive Secretary, USCIB, from among the clerical personnel assigned to the Executive Secretariat.

PROCEDURES

8. 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.

9. An agenda shall be promulgated 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.

10. Except as provided in paragraph 11 below, 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 opinions, shall be forwarded by the Chairman to the Executive Secretary for appropriate action.

~~SECRET~~

~~SECRET~~
~~SECURITY INFORMATION~~

~~SECRET - SECURITY INFORMATION~~

11. In the case of information requirements which have been recommended unanimously by the INTCOM, the appropriate action by the Executive Secretary shall be to forward them directly and expeditiously to the Director, National Security Agency, with concurrent notification to the members of USIBEC.

~~SECRET~~