

*Mr. Friedman  
file*

Weekly Staff Conference, 1 September 1953

Chiefs of Offices and  
Staff Divisions

C/S

4 Sept. 1953

1. DIRECTOR

a. The Director again noted the practice of NSA's tendency to take a "whole regiment of representatives to discuss a single subject". "LET'S DO SOMETHING ABOUT HAVING TO SEND A REGIMENT TO REPRESENT NSA AT A CONFERENCE."

b. Stated his agreement with the suggestion of COMINT that some figures be collected to show whether, cost-wise, the practice of employing radio-TTY circuits for trans-Atlantic receipt and delivery of NSA material is defensible in light of cost of the more dependable cable facilities.

c. Directed the AG to undertake the necessary investigation to determine the most effective and economical means for reproducing documents for Agency purposes, in each of the several types of reproduction problems encountered in practice. "GET THE ADMINISTRATIVE ASSISTANTS TOGETHER AND GET THIS THING COORDINATED."

d. Directed DCS/A and COMINT to investigate the relative disadvantages of the use of INTERCOMMUNICATION SYSTEMS as opposed to TELEPHONE SYSTEMS (with particular attention to the expense aspect).

e. Stated his unequivocal support of the EXECUTIVE DEVELOPMENT PROGRAM. "WE NEED IT AND WE NEED IT VERY MUCH. WHEN NAMES GO UP ON THE LIST FOR ATTENDANCE, IT'S A MILITARY DUTY TO COMPLY."

2. CHIEF OF STAFF

a. Stated intent to submit a firm plan during current week in regard to the units to be moved to the space in the building on Independence Avenue.

b. Noted that existing regulations and policy papers which affect other Agencies are being brought up to date. Asked that no papers be forwarded to C/S which have not been considered in the light of NSA policy (as opposed to AFSA policy).

3. PRODUCTION

a. Reported that requirements for incoming transmissions by electrical means have been reduced by about 40,000 groups per day over last month.

b. Commented that serious personnel difficulties had been encountered in rotation and release of personnel in the FE.

Declassified and approved for release by NSA on 08-12-2014 pursuant to E.O. 13526

~~SECURITY INFORMATION~~

c. Col. Weeks asked whether the Services would be cut in strength at NSA as a result of the cut in military funds. The Director commented that the release program had nothing to do with the strength at NSA.

4. ADJUTANT GENERAL

a. Remarked that NSA Regulations and Memoranda had been combined and in the future would be published as NSA Regulations. Added that a revised index has been prepared to show publication date, originator, and Division or Office having staff cognizance; and that Chapter IV of the Communications and Publications Manual had been revised accordingly.

5. COMMUNICATIONS

a. Noted that "Communications Division" will in the future be the "Office of Communications".

b. Described plan to have a complete Western Union High-Speed Facsimile Equipment (with one transmitting and one receiving station) installed for operational testing between the Communications Center in A Building and a designated location in B Building, AHS.

c. Stated that the recent changes in the disposition of space at the new site would result in changes in the disposition of telephones, and noted that COMSEC would be asked to give a very firm commitment on the allocation of telephones.

6. PLANS AND POLICY

a. Noted that Intercept Requirements Paper (providing 3,699 intercept positions, including 30 for CIA) was delivered to General Erskine on 28 August.

*C.T.R. Adams*  
C.T.R. ADAMS  
Assistant to C/S