

1 November 1954

~~TOP SECRET~~

MEMORANDUM FOR THE DIRECTOR:

THRU : Chief of Staff

SUBJECT: Measures to increase the effectiveness and use of NSA's Scientific Advisory Board and Panels

1. The situation which prompted the writing of the "Memorandum for Members of Executive Group for NSASAB Affairs," dated 13 September 1954 (Incl. 1) still exists. As a result of this Memorandum, the Executive Group met on 22 September 1954 and made certain related recommendations (paragraph 6 of Incl. 2).

2. In order for the NSA Scientific Advisory Board and its Panels to fulfill their functions in an effective manner (as groups or as individuals) as stated in NSA Regulation 11-3, dated 20 July 1954 (Incl. 3), it is necessary that the actions recommended in paragraphs 6 b and 6 c of Inclosure 2 be taken.

3. It is therefore requested that, as Executive Secretary of the NSASAB and Chairman of the Executive Group, I be granted specific authority to:

a. Gather information on the workings, organization, responsibilities, and policies of some of the other high-level boards within the Department of Defense for study and possible benefit to the guidance of the NSASAB.

b. Establish procedures whereby NSA personnel will bring technical problems to the attention of the Board, Panels, or individual members thereof in a manner that will permit NSA to realize, and capitalize upon, the potential of the technological leaders at its disposal.

c. Gather written presentations of NSA's technical problems, review them, and refer them (after conference with NSA personnel when deemed advisable) to the Board, Panels, sub-Panels, or individual consultants as appropriate.

d. Provide typing service, pertinent reading files, and document storage space for the Board and Panel members.

4. Since this will be a new operation for NEA with long-range implications, it is not considered necessary at this time either to request additional personnel for this office or to draft a new regulation covering it. After the recommendations contained herein are implemented and the management problems involved therein clarify themselves, we will be in a better position to determine exactly what will be needed in terms of personnel and procedures to continue the program in the most effective manner.

5. Declassified when Inclosures are removed.

WILLIAM F. FRIEDMAN
Executive Secretary
NEA Scientific Advisory Board

Inclosures: 3
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