

**DISPOSITION FORM**~~**SECRET**~~

FILE NO.	SUBJECT Categories of NSA Specialties		
TO S/ASST (Mr. Friedman)	FROM PERS	DATE 27 May 54	COMMENT NO. 1

Reference: Memo of Mr. Friedman 25 Jun 53 to C/S, Subj: Categories of NSA Specialties and Personnel Skilled Therein

1. The technical and administrative specialties of interest to NSA have been determined and placed in categories as the result of two conferences of representatives of the Offices and Staff Divisions of this Agency. The categories determined are as shown in Inclosure 1, which is submitted for your approval and/or comment.

2. The Personnel Division will, upon approval, request and consolidate lists of names of personnel, GS-10 and above, skilled in or recommended for cross training in the specialties listed in Inclosure 1, from Offices and Staff Divisions of the Agency. Consolidated lists will be forwarded to the safe depository and will be revised semi-annually as outlined above by the Personnel Division.



DUNCAN SINCLAIR

Colonel, USA

Chief, Personnel Division

## Incl:

Categories of NSA Specialties

cc: P/P

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TO: PERS FROM: S/ASST (Mr. Friedman) 24 June 54 Comment #2  
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1. The first paragraph of the reference cited in Comment No. 1 specifically relates the project of listing the various specialties of interest to NSA and the personnel to fill those specialties with the NSA Emergency War Plan and the NSA Disaster Plan.

2. PERS distributed a preliminary list of categories as an inclosure to a D/F dated 22 December 1953. In commenting on that list (D/F dated 11 January 1954), it was suggested that:

"(a) The next group who meet to discuss this problem include personnel who are familiar with the over-all NSA mission and the Agency's War and Disaster Plans.

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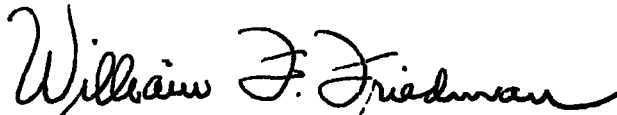
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"(b) The suggested list be expanded into a more complete list of critical NSA functions and that it be made more specific so that ultimately the names of personnel can be inserted into the list down to the level required for the successful execution of the Agency's War and Disaster Plans."

3. Upon receipt of the revised "Categories of NSA Specialties" as an inclosure to your D/F of 27 May 1954, NSA's Emergency War and Disaster Plans were reviewed and a comparison was made between the basic tasks enumerated in each plan and the listed categories of NSA specialties. This comparison reveals that it would be difficult to carry out either plan utilizing only the categories of specialties listed. It is my thought that the "Categories of NSA Specialties" paper should be drawn up with careful regard to the NSA Emergency War Plan and the NSA Disaster Plan, since the value of a detailed breakdown of NSA specialties and/or personnel is in its ability to help NSA perform its mission as well and as completely as possible under emergency, war, or disaster conditions.

4. It is with some regret, therefore, that I am not able to accept the present version of the "Categories of NSA Specialties", and recommend a further revision to make the document better reflect the purpose behind its production.

5. If such revision is undertaken, I will be glad to assist in whatever way possible.



WILLIAM F. FRIEDMAN  
Special Assistant

Incl:

Categories of NSA Specialties

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8 June 1954

MEMORANDUM FOR MR. FRIEDMAN

Subject: Categories of NSA Specialties

## 1. The following is a pertinent chronology:

25 June 1953 - Memo from S/ASST to C/S

[Since we have an NSA Emergency War Plan and a Disaster Plan, it is recommended that a list of technical and administrative specialties be developed with a list of personnel (above GS-9) skilled in those specialties.]

27 November 1953 - D/F from P/P, Subj: Schedule of Major Events.

[PERS to convene series of meetings to determine critical agency specialty fields -- to be used to develop lists of personnel skilled in critical fields for use in connection with the Emergency War Plan and the Disaster Plan.]

15 December 1953 - First meeting convened by PERS.22 December 1953 - D/F from PERS

[Inclosed list; stated "the purpose of this breakdown is ultimately to provide lists of people (GS-10 and above) who could be cross detailed to replace casualties in event of emergency."]

Then Lt. McDonald and Capt Schestopol (PERS) discussed the project and the list in detail, once with Lt. Col. Booth (P/P War Plans). Lt McDonald took the position that "The proposed list includes many critical NSA functions, but that it omits many general, as well as specific, functions necessary to implement the Agency's Disaster and War Plans."

11 January 1954 - D/F from S/ASST to PERS

[Critical of specific items and some general items. "Some broad functions necessary to execute the Emergency War and Disaster Plans and to sustain the Agency under emergency conditions are omitted."]

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"The next group who meet to discuss this problem include personnel who are familiar with the over-all NSA mission and the Agency's War and Disaster Plans."]

27 May 1954 - D/F from PERS

[Inclosed modified version of December's list.]

2. The same general criticisms still apply to the 27 May list. In the light of the intent of this project as originally suggested by Mr. Friedman, the first list, the subsequent criticisms, NSA's Emergency War Plans and Disaster Plans, and the mission of NSA, I fail to see either the basic philosophy or the logic of the list presented by PERS.

3. The basic philosophy should be: Enable NSA to accomplish its mission as well and as completely as possible under emergency, war or disaster conditions. There are other things currently reflecting, at least in part, this philosophy:

- a. NSA Emergency War Plan
- b. NSA Disaster Plan
- c. NSA Reg 30-4, dated 18 May '54, providing for files of "Data Sheets for NSA Key Personnel" [Form 1179 - applicable, in general to O-5's and GS-14's and above.]
- d. The periodically published "NSA Key List."
- e. The subject project.

4. There is an obvious need for only one such project. This one should be a personnel and job specialty extension of the NSA Emergency War and Disaster Plans. The Plans, without such extensions, could not be efficiently executed, if at all. Any "critical" or "key" personnel lists not related to the War and Disaster Plans would have very limited value, if any.

*I. T. McDonald*  
I. T. McDONALD  
Captain USAF