

DISPOSITION FORM~~SECRET~~ *file*

FILE NO.

SUBJECT

Digest of Staff Conference, 8 December 1953

TO **Chiefs of Offices and Staff Divisions** FROM **C/S** DATE **10 Dec. 1953** COMMENT NO. **1****1. CHIEF OF STAFF**

a. Following up the subject of suspense dates and the general movement of correspondence (see Digest of Staff Conference, 1 Dec. 1953), Captain Frost noted that in general the Offices and Staff Divisions are doing an excellent job.

b. Enjoined Chiefs of Offices and Staff Divisions to review their backlog of unresolved problems relating to regulations, operations orders, and changes thereto, in order to clear up those deferred items which may now be resolved.

c. Called attention to dispatches to our customers, the Cryptologic Agencies, and others, relating to specific items which should properly be incorporated in revisions of orders.

2. PRODUCTION

a. Reported that plans for the movement of the tape-processing function of 62 are nearing completion.

b. Stated that the study on the division of effort of PROD has been completed, and that he is now able to say what deficiencies PROD has in meeting its requirements and what additional effort is needed to offset those deficiencies.

c. With reference to the crowded working conditions of the Laboratory Branch, General Canine asked PROD to look into the situation to see whether we could buy one machine that would do what two have been doing.

3. RESEARCH AND DEVELOPMENT

Announced that on 9 December there would be a meeting with the Services on the radiation problem to review the progress on research and development methods under which they have to operate.

4. COMPTROLLER

Reported that our 1955 budget is still being reviewed by SecDef. As a result of the review here of the entire ADONIS program, we were able to cut out procurement of a certain number of AFSAM-7 equipments and to save overall funds totalling 6.6 million dollars.

5. LOGISTICS

a. Announced that there is scheduled for next week a conference of NSA representatives and members of the Heraldic Branch, QM, to discuss the design of the lapel button for 10, 20, and 30 years' service.

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b. Suggested that we investigate what is holding up the technical evaluation of contractors' quotations on some of the outstanding contracts which have not been awarded.

6. COMMUNICATIONS SECURITY

Reported that one terminal of the AFSAY D806 is being transported on Thursday to Riverhead, Long Island, and that 12 NSA persons will depart for 150 days TDY at Fort Monmouth to receive training in the Signal Corps Engineering Laboratories in the testing and maintenance of two terminals of the 806.

7. SPECIAL ASSISTANT (Capt. Holtwick)

Atated that the Director had assigned him the primary duty of conducting operational research, and discussed his series of memoranda (ORM series) which summarize and document some of the discussions with PROD and COMP and some of the tentative plans for accumulating and conducting operational analysis and evaluation.

8. SCHOOL

Expressed difficulties encountered by upgrading the classification of T/A and Crypt courses given in the School to uncleared personnel.

9. PERSONNEL

Stated that spring recruiting will begin in the colleges and universities on 1 January 1954 and will extend through March.

10. HEADQUARTERS COMMANDANT

a. Reported the move of Payroll Section of COMP to Wing 8 of A Bldg, AHS, and the provision of 3700 additional feet of space in Bldg 17, NSS, to accommodate the NSA-62 unit.

b. Reported that we have been successful in procuring a test circuit from Baltimore to Ocean City, Maryland, to test the D804X4 to determine whether it will be useful in connection with our move to Fort Meade.


11. MACHINE PROCESSING

On Capt. Goodwin's statement regarding the possibility of ERA contracting to move their ERA equipment to Fort Meade, the Director commented, IN EVERY CASE WHERE THERE IS ANY POSSIBILITY OF A CONTRACTOR WHO HAS BUILT THE EQUIPMENT BEING ABLE TO MOVE IT, THAT IS THE SMART THING FOR US TO DO, TO MAKE A CONTRACT WITH HIM TO COME IN AND HAUL IT.

12. DIRECTOR

General Canine read a memorandum from the Executive Secretary, NSC, under date of 15 October, which emphasizes the necessity for objective action on the part of all officers in all joint operations. In any truly joint operation

such as NSA, it is necessary that the experience and know-how of all staff officers be directed toward the accomplishment of the objectives of the joint organization and not toward imposing the slant or position of their own departments. He pointed out that in our effort, the Director is responsible to the President of the United States and his designated representative, the Secretary of Defense and that, in turn, those officers working for the Director, NSA, are responsible to and have but one person to please, the Director, NSA.


L. H. FROST
Captain, US Navy
Chief of Staff