

~~CONFIDENTIAL~~~~COMINT CHANNELS ONLY~~

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USCIB: 5.4/17

2 November 1954

~~CONFIDENTIAL~~MEMORANDUM FOR THE MEMBERS OF USCIB:

Subject: Handling of COMINT material within the Office of the Secretary of Defense.

The enclosure, containing information with respect to the handling and addressing of COMINT material to the office of the Secretary of Defense and the Joint Chiefs of Staff, is circulated for information.


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

Enclosure
a/s.

USCIB: 5.4/17

Declassified and approved for release by NSA on 01-23-2015 pursuant to E.O. 13526

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~~CONFIDENTIAL~~OFFICE OF THE SECRETARY OF DEFENSE
WASHINGTON 25, D. C.

OCT 26 1954

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MEMORANDUM FOR THE EXECUTIVE SECRETARY, USCIB

SUBJECT: Handling of COMINT Material Within the Office of the
Secretary of Defense

1. The following information is provided in response to your recent telephoned request for a statement on the handling of COMINT material within, and the addressing of COMINT material to, the Office of the Secretary of Defense and the Joint Chiefs of Staff:

a. The Office of the Secretary of Defense is in the final stages of preparing official instructions for maintaining the security of communications intelligence within OSD and the JCS. A complete copy of these instructions will be filed with you upon publication.

b. In the interim, the Chairman of the JCS has designated a "Special Security Officer (SSO)" for the Joint Chiefs of Staff. At my request this officer also acts as the Special Security Officer for the Office of the Secretary of Defense. Included among the duties and responsibilities of the SSO are:

- (1) Supervision and implementation of all security measures prescribed by OSD for the internal handling, transmission, and exchange of COMINT; and
- (2) Administration of reception of all mail marked on the inner envelope "TO BE OPENED BY SSO ONLY."

c. It is therefore requested that all COMINT material or material about COMINT which requires handling within COMINT channels and which is addressed to any individual or component of OSD or the JCS be forwarded via the SSO, JCS. It is recommended that the envelope containing such material be conspicuously marked, either "TO BE OPENED ONLY BY THE SSO, JCS" or "TO BE OPENED BY _____ PERSONALLY," whichever is deemed appropriate. In the latter case, of course, the name of a person in OSD or JCS known to be authorized to receive COMINT material, or the title of such a person, will be inserted in place of the blank.

Enclosure with USCIB 5,4/17 dtd 2 Nov 54.

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d. It should be noted that COMINT will be disseminated within OSD only as authorized by the Assistant to the Secretary of Defense, Special Operations, or the Chairman, Joint Chiefs of Staff, as appropriate, in accordance with the "need-to-know" principle and to properly indoctrinated individuals.

2. If you consider it appropriate, the above information may be circulated to the USCIB member departments and agencies.

(Signed)
G. B. ERSKINE
General USMC (Ret)
Assistant to the
Secretary of Defense
(Special Operations)