

~~TOP SECRET~~

NSA OPERATIONS ORDER  
ANNEX 315-1

NATIONAL SECURITY AGENCY  
Washington 25, D. C., 13 June 1955

EFFECTIVE UNTIL RESCINDED OR SUPERSEDED

OPERATIONAL INSTRUCTIONS FOR PROJECT [ ]

SECTION

PURPOSE. . . . .	I
OPERATIONAL AND TECHNICAL CONTROL. .	II
INTERCEPT CONTROL AND TEXTA. . . . .	III
TECHNICAL SUPPORT. . . . .	IV
REPORTING RESPONSIBILITIES . . . . .	V
FORWARDING INSTRUCTIONS. . . . .	VI

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

SECTION I - PURPOSE

The purpose of this Annex is to provide specific operational instructions for Project [ ]

SECTION II - OPERATIONAL AND TECHNICAL CONTROL

1. Centralized ZI Operational and technical control will be exercised by the Director, NSA.
2. Centralized ZI administrative control will be exercised by the Commander, USAFSS.

SECTION III - INTERCEPT CONTROL AND TEXTA

1. The following targets are assigned for intercept:

Russian Voice Search on Russian Air targets ( [ ] )

[ ]

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SPECIAL HANDLING REQUIRED

~~NOT RELEASABLE TO FOREIGN NATIONALS~~

The Information contained in this document will not be disclosed to foreign nationals or their representatives

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PAGE 1 of 5 PAGES

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NSA OPERATIONS ORDER ANNEX 315-1

13 June 1955

2. NSA is responsible for adjustments in the intercept assignment. Changes and additions will be forwarded by electrical means.

3. NSA is the official source for TEXTA on targets assigned. TEXTA will be forwarded electrically, as available.

4. Intercept will be copied in accordance with procedures prescribed in Appendix A.

SECTION IV - TECHNICAL SUPPORT

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PL 86-36/50 USC 3605

1. Technical support will be provided by electrical means or courier, depending upon the nature of the material. NSA will provide Headquarters, USAFSS, with information copies of all technical support forwarded.

2. Technical queries or other technical correspondence from Project  will be forwarded to NSA by electrical means or courier, depending upon the nature and urgency of the matter. All technical correspondence of this nature forwarded by courier will be submitted in original and two copies. NSA will provide Headquarters, USAFSS, with copies of all such technical correspondence received.

SECTION V - REPORTING RESPONSIBILITIES

1. Project  will prepare the following reports:

a. Daily Station Coverage Report (DSCR), in accordance with procedures and formats prescribed in Appendix B.

b. Monthly Status Report, consisting of the following:

(1) Average daily man hours utilized on intercept.

(2) Monthly totals of incoming and outgoing electrical groupage.

2. The Monthly Status Report will be forwarded not later than three days after the end of each calendar month by electrical means in accordance with provisions of Section VI, paragraph 4.b., below. The title Monthly Status Report will be included in the internal heading of this electrical report.

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~~TOP SECRET CONTROL NUMBER 55-1276~~

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PAGE 2 of 5 PAGES

~~TOP SECRET~~

NSA OPERATIONS ORDER ANNEX 315-1

13 June 1955

3. Preparation of Spot Reports based on traffic analysis performed on any elements of the intercept mission is authorized. Spot Reports will be prepared in accordance with procedures and formats prescribed in Appendix C.

4. Preparation of Alert Reports based on traffic analysis performed on any elements of the intercept mission is authorized. Alert Reports will be prepared in accordance with procedures and formats prescribed in Appendix D.

SECTION VI - FORWARDING INSTRUCTIONS

1. General -

a. No distribution to field COMINT units other than the 6910th Security Group is authorized.

b. Intercepted traffic pertaining to the assigned mission of AFSCC will be forwarded by NSA.

2. Courier (Outgoing) -

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

a. A copy of all transcriptions of intercepted tapes will be forwarded to the 6910th Security Group via escorted Diplomatic pouch.

b. All voice tapes, a copy of transcriptions, required reports, and routine technical correspondence will be forwarded to NSA via escorted Diplomatic pouch or by Armed Forces courier service. This material will be packaged separately from Project [ ] material and labelled "From Project [ ]". All outgoing packages will be classified TOP SECRET and will be packaged and labelled in accordance with procedures in use at Project [ ]

c. All outgoing packages for NSA will be delivered to Officer-in-Charge, Project [ ] for forwarding.

3. Courier (Incoming) - Technical materials and correspondence from NSA to Project [ ] will be forwarded through Project [ ] All NSA originated packages will be classified TOP SECRET. The Officer-in-Charge, Project [ ] will deliver to the Officer-in-Charge, Project [ ] all packages received which bear the label "For Project [ ]"

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~~TOP SECRET CONTROL NUMBER~~ 55-1276

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PAGE 3 of 5 PAGES

~~TOP SECRET~~

NSA OPERATIONS ORDER ANNEX 315-1

13 June 1955

4. Electrical (Outgoing) -

a. NSA will endeavor to keep requirements for Project [ ] outgoing electrical correspondence to a minimum.

b. Outgoing electrical correspondence except Spot and Alert Reports will be transmitted via Project [ ] facilities and channels. All such outgoing messages will be addressed internally to NSA, classified TOP SECRET and will bear an internal heading line, as follows:

FROM [ ] BAKER  
ASA PASS TO NSA  
NSA PASS TO COMUSAFSS  
NOFORN/NOFORN

[ ] c. Spot and Alert Reports will also be transmitted via Project facilities and channels. They will be addressed internally to NSA, classified TOP SECRET and will bear an internal heading line, as follows:

FROM [ ] BAKER  
ASA PASS TO NSA  
NSA PASS TO COMUSAFSS AND 6910TH SECURITY GROUP  
NOFORN/NOFORN

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

5. Electrical (Incoming) -

[ ] a. Electrical correspondence originated by NSA for Project will be forwarded through Project [ ] channels and facilities. NSA will forward to Headquarters, USAFSS by separate electrical means, an information copy of all such correspondence.

b. Electrical correspondence from Headquarters, USAFSS to Project [ ] will be forwarded via NSA for dispatch through Project [ ] channels and facilities.

c. All electrical correspondence will contain the internal heading:

FOR [ ] BAKER

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TOP SECRET CONTROL NUMBER 55-1276  
COPY      of 60 COPIES  
PAGE 4 of 5 PAGES

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NSA OPERATIONS ORDER ANNEX 315-1

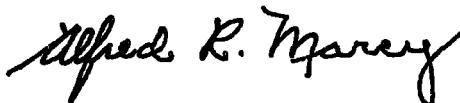
13 June 1955

d. All messages to Project  will be classified TOP SECRET.

6. Communication Facilities - Project  will provide communication and cryptographic facilities.

BY COMMAND OF LIEUTENANT GENERAL CANINE:

EO 3.3(h)(2)  
PL 86-36/50 USC 3605



ALFRED R. MARCY  
Colonel, US Army  
Deputy Director  
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- 4. Inclosures
- Appendix A
- Appendix B
- Appendix C
- Appendix D

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~~TOP SECRET CONTROL NUMBER~~ 55-1276

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PAGE 5 of 5 PAGES

~~TOP SECRET~~

APPENDIX A

PROCEDURES FOR RADIOTELEPHONE INTERCEPT, RECORDING AND TRANSCRIBING

SECTION I - DEFINITIONS

1. Radiotelephone Position - An intercept operating position specially equipped and reserved for the use of one operator to properly intercept and record one or more of the general types of radiotelephone transmissions.

2. Voice Intercept Operator - An intercept operator responsible for operating a radiotelephone position. In addition to being trained in the operations of voice intercept equipment, the operator should be able to identify language and general subject matter of voice transmissions.

3. Recording - Includes tapes, discs, belts, and any other medium used to record intercepted voice transmission, with the exception of written records.

4. Recording Serial Number - The individual recording identification assigned at each intercept site, according to the procedure prescribed in Section II of this appendix, and maintained at the intercept site for the exclusive use of radiotelephone intercept.

5. Cut - That portion of the recording containing a continuous period of intercept on a given frequency, except when it is necessary to continue the recording on another disc or reel.

6. Cut Number - A number assigned by the intercept operator beginning with "one" to indicate each cut consecutively as recorded. Recordings with two sides or two tracks will use an A or B prefix number series common to each respective side or track. Cut numbers must be complete on one recording and not continued to subsequent recordings.

7. Duplex Recording - The recording on one tape (or other medium) of both terminal points of a given link, each transmitting to the other on different frequencies.

8. Voice Announcement - Intercept operator's comments and data recorded for information of the transcriber and analyst.

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276A  
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PAGE 1 of 7 PAGES

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9. Transcript - A written record (verbatim) of the intercept traffic recorded.
10. Transcriber - A listener who converts recorded foreign language voice transmissions into the written form of the foreign language.
11. Transliteration - The representation of characters of one alphabet in those of another.
12. Translation - The rendering of a given text from one language to another retaining the original thought. . . . |
13. Voice Translator - A listener who translates recorded foreign language voice transmissions into English, when required.

SECTION II - INTERCEPT AND RECORDING PROCEDURES

1. Whenever practical, the radiotelephone missions should be assigned at an R/T position as previously defined.
2. Voice intercept operators will record all assigned voice activity, utilizing all facilities, equipment and techniques placed at their disposal to obtain optimum quality (rather than quantity) recordings. This includes constant effort by them in monitoring and editing while recording to minimize excessive audio level variations, detuning, receiver drift, recording sporadic interference and prolonged periods of inactivity.
3. If possible, all voice activity operating on duplex system will be recorded in duplex form, i.e. both ends of a conversation received simultaneously and mixed into one cut whenever possible. If, however, interference on one side is destroying audibility of cut, only clear side would be recorded and appropriate comment (see paragraph 4.d, below) should be added.
4. Each recording made will include servicing voice announcements enunciated by the intercept operator in clear, well modulated English at writing speed. There are four types of voice announcements to be used:
  - a. Initial Announcement - Made at the beginning of each new recording (allow a "leader" of eight (8) seconds when using tape) and will contain:

~~TOP SECRET~~ CONTROL NUMBER 55-1276A  
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PAGE 2 of 7 PAGES

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

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~~TOP SECRET~~

- (1) Classification of recording
- (2) Station Designation
- (3) Recording Serial Number
- (4) Appropriate remark if a transmission is continued from a previous reel. (e.g. "This cut is a continuation of recording number 0028").

b. Time Announcements - Time announcements will be inserted at least every five (5) minutes with the exception of airborne activity where time announcements are desirable at least every three (3) minutes. Frequent time announcements are of analytic value in studying certain types of activity. When the transmission is less than five (5) minutes in duration (three (3) minutes for airborne activity) the time announcement will be made at the end of the transmission. Care should be taken by the intercept operator to avoid making a time announcement at the expense of the transmission.

c. Cut Service Announcement - Made at the end of each cut and will contain:

- (1) Cut number
- (2) Case notation, if known. (Time should not be spent in providing exact identification at the expense of missing additional transmissions.)
- (3) Frequency
- (4) Time Up (Zebra)
- (5) Time Down (Zebra)
- (6) Date of Intercept
- (7) Callsigns or cover names when inclusion by operator contributes to cut information.
- (8) Operator's initials or sine

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276A  
COPY \_\_\_\_\_ of 60 COPIES  
PAGE 3 of 7 PAGES

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~~TOP SECRET~~

- (9) Appropriate information if intercept is continued on following recording. A spacing of five (5) seconds duration should be maintained between the end of each cut announcement and the beginning of the following cut. When the last cut is concluded before all of the tape on the reel has been fully expended the operator will announce, "End of Reel".

Example: "Side Alpha, Cut Number Three. Romeo Alpha Echo Sierra Five Zero Seven Zero One. Frequency: Four One Five Zero Average Kilocycles. Time Up: One Three Zero Five Zebra. Time Down: One Three One Five Zebra. One Five June Nineteen Fiftyfive. Calls Heard: KOPLIKA Nine One Eight, and Two Six. Operator Three Two. (Use service authorized phonetic alphabet.)

d. Operator's Comments - Operator's comments may be inserted into a recording at any time. However, it is preferred that they be inserted immediately following the traffic to which they refer. Included in the Operator's Comments will be changes in frequency, switching from Voice to Morse, or from Morse to Voice, D/F Bearings, and any information which might aid the transcriber or analyst.

5. In the event the "target" being intercepted switches from radio-telephone to Morse type transmission, continue to record the cut until Morse coverage is assured.

6. When an intercept runs to the end of a recording and is continued on a succeeding recording, an overlap of approximately one minute should be made (whenever possible) with a new cut number (1). A cut service announcement will also be made at the beginning of the second cut as indicated in paragraph 4.c.(9) and 4.a., above.

7. All recording serial numbers will be composed of a letter category designator, followed by a unique four-digit number assigned by the intercept station.

a. Letter-category designators are:

A - All National Service except Russian

~~TOP SECRET CONTROL NUMBER~~ 55-1276  
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PAGE 4 of 7 PAGES

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

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C - Commercial (including )

R - Russian Service

X - Special Project, test site survey, and others not falling exclusively under any of the above categories.

b. A separate four-digit numbering series will be used for each of the above letter-categories beginning with 0001 on 1 January each year and continuing to the end of the calendar year.

8. All non-Russian National Service (Category A) and National Commercial (included in Category C) will include the appropriate nationality digraph as a suffix to the recording serial number.



PL 86-36/50 USC 3605  
EO 3.3(h)(2)

9. When letter-categories and/or nationalities are mixed on a single recording, the recording will be assigned the category which is predominant in quantity.

10. Recordings forwarded to NSA will use a standardized tape speed of three and three fourth (3 3/4) IPS or disk rotation speed of 33 1/3 RPM. If compliance is not possible, special notation as to the recording speed and power frequency should accompany each recording.

SECTION III - TRANSCRIBING PROCEDURES

1. At the beginning of each transcript and again whenever the paper is torn, the following information will be typed across the top of the new sheet in the order indicated below:

- a. Station Designation
- b. Recording Number
- c. Cut Number
- d. Frequency

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276 A  
COPY \_\_\_\_\_ of 60 COPIES  
PAGE 5 of 7 PAGES

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~~TOP SECRET~~

- e. Time Up and Time Down
- f. Date of Intercept
- g. Operator's personal sine
- h. Case Notation

i. Radiotelephone Callsign Abbreviations (a list of abbreviations of all R/T Callsigns used, together with their equivalents, should be indicated. Three-letter abbreviations are recommended.)

2. Where more than one identified net is copied during the course of the transcript, all pertinent case notations will be entered as indicated in paragraph 1, above.

3. The transcript sheet will have four column headings typed at the top, immediately below the information outlined in paragraph 1, above viz: "TO", "FROM", "TEXT", and "TIME".

- a. Under the "TO" column enter the receiving callsign.
- b. Under the "FROM" column enter the transmitting callsign.
- c. Under the "TEXT" column enter the traffic intercepted.

d. Under the "TIME" column enter the time of intercept. All time announcements on recordings will be entered on the right side of the transcript inclosed by parentheses immediately after the text to which they refer. This will facilitate analysts' tasks and avoid confusing time announcements with text.

4. The transcriber will transcribe radiotelephone recordings onto continuous six (6) ply paper, employing an English Keyboard typewriter, which will permit him to transliterate the foreign text and callsigns during a "play-back" process.

a. In the case of Russian language material, a typewriter with a Cyrillic keyboard is preferred. Transcript columns will be headed (1), (2), (3) and (4) respectively in place of headings indicated in paragraph 3, above.

~~TOP SECRET CONTROL NUMBER~~ 55-1276 A  
COPY 6 of 60 COPIES  
PAGE 6 of 7 PAGES

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

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b. In the event the transcriber is not trained as a typist, he will prepare a legible transcript by hand, using the alphabet of the target country. This copy will be passed to a typist for typing on 6-ply paper. The typist will transliterate Russian language transcripts.

5. The following methods of indicating reliability are general in nature.

a. The intercept should be typed as heard even though unintelligible in context. When possible all callsigns and questionable words should be accented just as heard. In typed intercept this may be accomplished by underscoring the vowel of the accented syllable.

b. Calls, words, and phrases that are implied but not heard should be inclosed in parentheses.

c. Calls, words or phrases that have a questionable meaning should be inclosed in parentheses with single question marks.

d. Calls, words or sounds which cannot be found in available dictionaries should be inclosed in parentheses with double question marks.

e. The number of missing or garbled words should be indicated by the use of the number (X, if unknown) and the letter "M" (missing word) or "G" (garbled word) inclosed in parentheses.

f. Transcribers should include observations when further clarification is deemed necessary. These notes should include pertinent data such as:

- (1) Nationality of the speaker.
- (2) Sex of the speaker.
- (3) Morse-voice compromises.
- (4) Speech peculiarities or speech compromises.
- (5) D/F bearings.

Appendix A to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276A  
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PAGE 7 of 7 PAGES

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APPENDIX B

MORSE AND VOICE DAILY STATION COVERAGE REPORT (DSCR)

SECTION I - PREPARATION INSTRUCTIONS

1. Classification - The DSCR will be classified TOP SECRET.
2. Forms - The DSCR will be prepared and submitted on NSA Form #1622, 2 Mar 55, a sample of which is attached as Page 4 of the Appendix. It is desired that each activity reproduce the forms locally.
3. Reporting Period - The reporting period for the DSCR will be from 2400-2400 Greenwich Mean Time.
4. The DSCR form may be filled in by typewriter, pen or pencil.
5. Only two copies of the DSCR will normally be prepared. The original copy will be forwarded to NSA in accordance with instructions in Section II of this Appendix. The second copy will be retained by the station.
6. A separate DSCR will be prepared for (1) Cases and Searches assigned singly on Full Cover, (2) Groups, and (3) Porocos. If a Case, Search, Poroco, or Group is assigned more than one position, each position will be reported on a separate DSCR. Alternate and additional assignments do not require a separate DSCR and, when monitored, will be reported on the DSCR in the section listed as Alternate, Additional and Unassigned.
7. Each DSCR is divided into two sections, (1) Full Cover Targets and (2) Alt (Alternate), Add (Additional), and Unassigned. Each intercept operator will report his intercept as follows:

a. Full Cover Targets will include:

- (1) The particular Full Cover assignment for that position.
- (2) Any targets copied by an operator that are not on his particular assignment but are assigned in Full Cover elsewhere at the station. Example: The operator for Poroco A intercepts and copies a case assigned at Poroco C. These targets when reported will have the correct assignment shown in the Operator's Remarks column.

Appendix B to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276B  
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PAGE 1 of 8 PAGES

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- b. Alternate, Additional and Unassigned will include:
- (1) Alternate Targets monitored. Include the Abbreviation Alt in the remarks column.
  - (2) Additional Targets monitored. Include the Abbreviation Add in the remarks column.
  - (3) Unassigned (Unasgd.) activity heard. Report all unassigned activity by complete case notation, if known, followed by the word Unassigned (Unasgd) in the remarks column. When unassigned activity for a case has once been recorded as an item, all succeeding unassigned activity for that case should be reported on the same item.

8. Frequencies of cases covered will be entered along with coverage designation in remarks column; i.e., FULL 5600M.

SECTION II - FORWARDING INSTRUCTIONS

1. In all cases the original copy of the DSCR will be forwarded to NSA daily by courier or registered mail if permissible by security regulations.

2. The DSCR will be packaged separately from other material and marked as shown below:

(STA)  
DSCR  
(DATE)

3. DSCR's will be sorted before packaging in the following manner:
- a. Full Cover Targets singly in alphabetical and numerical order.
  - b. Porocos and Groups in Alphabetical and/or numerical order.

~~TOP SECRET CONTROL NUMBER~~ 55-1276B  
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PAGE   2   of   8   PAGES

Appendix B to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

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SECTION III - FORMAT

The following pages contain:

- a. Page 4. A blank DSCR form.
- b. Pages 5, and 6. Several DSCR forms with sample entries.
- c. Pages 7, and 8. Explanation of items and entries on pages 5 and 6.

Appendix B to NSA Operations      ~~TOP SECRET CONTROL NUMBER~~ 55-1276B  
Order Annex 315-1 dated 13 Jun 55      COPY \_\_\_\_\_ of 60 COPIES  
PAGE 3 of 8 PAGES

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DAILY STATION COVERAGE REPORT (RCS - NSA - 180)

Station Number \_\_\_\_\_

Date \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_

Operator's Personal Sine

Full Cover Targets

0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	2	2	2	2
0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3

Total Msgs

Pos Nos

Operator's Remarks

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~~TOP SECRET~~ CONTROL NUMBER 55-1276B

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PAGE 4 of 3 PAGES

Appendix to FSA Operations  
Order Annex 513-1 64bet

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Alt And Unassigned

0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	2	2	2	2
0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3

Total Msgs

Pos Nos

Operator's Remarks





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DAILY STATION COVERAGE REPORT (RCS - NSA - 180)

③

Station Number            ① Date            ②

Page 1 of 1

Operator's Personal Sign ④

Full Cover Targets ⑧																					Total Msgs	Pos Nos	Operator's Remarks				
	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	2	2				2	2		
SKD GRP 1,14	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3			
[Redacted]	-	-	-	40	-	-	-	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90		[Redacted]
	-	-	-	40	-	-	-	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90		
	-	-	-	-	-	-	15	55	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	95		
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25	20	30	-	-	75		
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25	20	30	-	-	70		
	20	20	30	30																							

PL 86-36/50 USC 3605  
EO 3.3(h)(2)

Alt And Unassigned ⑨																					Total Msgs	Pos Nos	Operator's Remarks			
	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	2	2				2	2	
[Redacted]	20	20	-																					40		UNASGD
	20	20	-																					40		UNASGD
	30	-	-																					30		UNASGD
	30	-	-																					30		UNASGD
	-	-	30																					30		UNASGD
	-	-	30																					30		UNASGD

Appendix B of NSA Cryptologic Order Annex 315-1 dated 1 Jun 55

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EXPLANATION OF ITEMS (VOICE ONLY)  
VOICE DAILY STATION COVERAGE REPORT

1. Station Designator.
  2. Day, Month and Year. Use letter abbreviations for months instead of numerals.
  3. Page Numbering by Asgmt. If the assignment has 2 logs, the page numbering will be 1 of 2 and 2 or 2.
  4. Operator's Personal Sign. Each operator will enter his own sign in the first hour of his monitoring.
  5. Coverage will be shown in these squares as follows: Voice, by total estimated minutes (in multiples of 5 min) in which some recorded material was obtained, dash, or blank space. (See items 11, 12, and 13 below).
  6. The total estimated recorded minutes for the day, (voice only), will be entered in this column.
  7. Position Number.
  8. All pertinent remarks should be shown in this column, such as power failure, recorder breakdown, shortage of operators, etc. In addition, this column will be used for freq entries. For voice service cases/searches, only frequencies above 20 mcs need be listed. For  and  voice links, enter the freq of the first place name of the link in the first line entry, and the freq of the second place name of the link on the second line entry.
- PL 86-36/50 USC 3605 EXAMPLE:
- EO 3.3(h)(2)
9. List asgd targets by case notation link, and search as applicable. Do not skip lines between targets assigned to that position. Each assignment should list every target within that assignment even though a few of the targets have not been monitored for that day.
  10. List alternate and unassigned activity in order monitored. Do not skip lines between entries in this section.

Appendix B to NSA Operations ~~TOP SECRET CONTROL NUMBER~~ 55-1276B  
 Order Annex 315-1 dated 13 Jun 55 COPY \_\_\_\_\_ of 60 COPIES  
 PAGE 7 of 8 PAGES

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11. Voice activity will be shown by listing the total estimated minutes during that hour (in multiples of 5 min) in which some recorded material was obtained. (Recorded totals of less than 5 min should be listed as 5). If a voice target is heard and not recorded, a zero will be placed in that specific hour column
12. When a target is monitored but not heard, it will be indicated by a dash in the hour monitored.
13. A blank space will indicate that no attempt was made to monitor a target in that hour.
14. The position designator for Priorder Porocos and Priorder Blocked Groups will be in accordance with NSA Circular 51-10, Section VI, Paragraph 6. Cases assigned Priorder Porocos and Priorder Blocked Groups will be listed in Priority order.
15. Skip a line between the particular Full Cover assignments for that position, and Full Cover targets assigned elsewhere at the station.
16. An operator who copies a full cover target that is not on his assignment, but is assigned elsewhere at the station, will show the correct assignment in the operator's remarks column.
17. Alternate targets will be marked as such in the "Remarks" column.
18. The position designator for Sampling, Non-Priorder Blocked Groups, Cyclic, Split Porocos, and Scheduled Groups will be in accordance with NSA Circular 51-10, Section VI, Paragraph 6. Cases assigned sampling Poroco coverage will be listed in alphanumerical order. Cases assigned Cyclic Poroco and Scheduled Group coverage will be listed in alphabetical order.
19. For Full Cover cases, the position designator will be in accordance with NSA Circular 51-10, Section VI, Paragraph 6.

EXAMPLE: FULL AT6

~~TOP SECRET CONTROL NUMBER~~ 55-1276B  
COPY \_\_\_\_\_ of 60 COPIES  
PAGE 8 of 8 PAGES

Appendix B to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

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~~TOP SECRET~~

APPENDIX C

SPOT REPORTING

SECTION I - PURPOSE

This Appendix establishes the procedures and prescribes the format to be followed in reporting information which is of significant intelligence value.

SECTION II - PROCEDURES

1. Information which is of significant intelligence value will be forwarded electrically as a SPOT REPORT.
2. SPOT REPORTS will be addressed in accordance with procedures prescribed in Section VI, Para 4c of basic Annex, classified TOP SECRET, bear the special handling phrase NOFORN, assigned OPERATIONAL IMMEDIATE precedence, and contain the phrase " BAKER SPOT REPORT."
3. SPOT REPORTS will be numbered chronologically within each calendar year, i.e. 1-55, 4-55.
4. A descriptive subject title which adequately describes the information reported will be placed immediately preceding the text of the report.
5. The text of the report should describe what happened, state briefly any supporting evidence, and include any pertinent comments by the analyst.
6. A technical data section will be utilized to provide any technical background data which will aid in evaluating the report i.e. callsigns or unusual procedures, case numbers, frequencies, etc.

SECTION III - FORMAT

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

1. Titles
  - a. Reference title
 

e.g.  BAKER SPOT REPORT NO. 4-55

Appendix C to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

<del>TOP SECRET CONTROL NUMBER</del> 55-1276C	
COPY _____	OF 60 COPIES
PAGE 1	OF 2 PAGES

~~HANDLE VIA COMINT CHANNELS ONLY~~

TOP SECRET

b. Subject title

e.g. Unusual Activity by the Soviet [redacted]

2. What the Report Should Contain

a. What happened

e.g. "Seven TU-4 medium bombers of the Soviet [redacted] flew from Stavropol' to Kujbyshev on 2 and 3 April.

b. Evidence, stated briefly

e.g. "This was indicated by chatter heard on the [redacted] link."

c. Comment

e.g. "It is considered unusual for so many TU-4's of the [redacted] to enter this area at one time. It is especially unusual that the activity should occur on Saturday and Sunday. However, it should be noted that the [redacted] are preparing for combined exercises in the Feodosiya, Stavropol', Evpatoriya area. (Ref: [redacted] BAKER SPOT REPORT NO. 1-55) The bomber activity could, therefore, be associated with these future combined exercises.

3. Technical data

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

e.g. Frequency 125 m.c.

~~TOP SECRET CONTROL NUMBER~~ 55-1276C  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 2 OF 2 PAGES

Appendix C to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~HANDLE VIA COMINT CHANNELS ONLY~~

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

~~TOP SECRET~~

APPENDIX D

SPECIAL REPORTING OF SIGNIFICANT COMMUNICATION DEVELOPMENTS UNDER ALERT CONDITIONS

SECTION I - PURPOSE

The purpose of this Appendix is to provide a standard operating procedure for [ ] to be placed into effect when developments noted in foreign radio communications or from collateral sources (i.e., from sources other than COMINT) are of such significance as to warrant the declaration of a COMINT alert.

SECTION II - DEFINITIONS AND RESPONSIBILITIES

1. Declaration of COMINT alerts. Significant developments noted by a COMINT unit will be the basis for declaring an alert. A Significant Development is, for the purpose of this Appendix, any foreign radio communications activity, or lack of activity, or collateral information, which is deemed of unusual importance. Such developments may be the continuation of certain normal activity which becomes significant in view of changes in the overall situation.

2. Categories of COMINT alerts. Alerts will fall into one of four categories based on the degree of significance attached to the incident(s) causing them to be declared. The four categories are designated A, B, X and Y, described below. Able alerts may be declared by any COMINT unit. Baker, Xray and Yoke alerts may be declared only by certain designated COMINT units.

a. Alert A will be declared when communications and/or collateral intelligence indicate possible attack against the United States or its interests, or active preparation for such attack. This is the only category of alert authorized to be declared by [ ]. If it is deemed necessary that another category of alert should be declared, [ ] will notify NSA and NSA will institute the alert if necessary.

b. Alert B will be declared when a serious abnormality occurs in the pattern of foreign radio communications and the significance of the abnormality cannot be immediately resolved in Alert A or "all clear".

c. Alert X will be declared when communications or collateral intelligence indicates that a localized aggressive incident has taken

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 1 OF 7 PAGES

~~HANDLE VIA COMINT CHANNELS ONLY~~

~~TOP SECRET~~

place, is taking place, or may take place against the United States or its interests, either on land, sea or air. (Such incidents were the shooting down of the British commercial aircraft near Hainan Island on 23 July 1954 and the encounter between U. S. Naval aircraft and Chinese Communist Aircraft near Hainan Island on 26 July 1954).

d. Alert Y may be declared when planned U. S. or Allied activity may stimulate a foreign communications reaction or provoke military action by a foreign nation with respect to the U. S. (Ferret Flights do not fall into this category unless very unusual communications reactions are anticipated.)

3. Reporting under Alert Conditions. Reporting by the unit(s) declaring the alert in accordance with paragraphs 1 and 2 of SECTION V will include the following:

a. Alert Declaration Messages - will contain the announcement of the declaration of the alert, the alert category, a phrase descriptive of the alert, report number, COMINT designation of declaring unit, and why the alert is being declared. Initial alert declaration messages will be labeled Intel #1, and will be assigned FLASH precedence. An example of the first line of an alert declaration message is as follows: "Alert Able [redacted] at 0250Z this date because . . ."

b. Subsequent Reports - will expand the information given in the alert declaration and will present additional data pertaining to the situation. Each subsequent report will be numbered in sequence (e.g., the first Intel report following the declaration message will be Intel #2. The first Tech report will be Tech #1, the second Tech #2, etc.).

c. Final Reports - will contain the announcement of the termination of the alert, COMINT designation of terminating unit, and reason alert is being terminated. Final reports will be transmitted to NSA within 24 hours after the alert has been terminated. Precedence for final reports will be operational immediate.

All reports will begin by citing alert category, a phrase descriptive of the alert, and report number. (Example: Alert Able Stalingrad based [redacted] Intel #3, . . .).

4. Collateral as a basis for declaring an alert. Collateral information as indicated, above, is one basis for declaring an alert. Before

~~TOP SECRET~~ CONTROL NUMBER 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 2 OF 7 PAGES

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

HANDLE VIA COMINT CHANNELS ONLY



~~TOP SECRET~~

EO 3.3(h)(2)  
PL 86-36/50 USC 3605

declaring an alert based solely on collateral, the officer in charge [ ] B should satisfy himself that the report has been evaluated and warrants an alert. Unevaluated or doubtful collateral warranting only a report should be the basis for a spot report in accordance with procedures prescribed in Appendix C, rather than an alert. Marginal situations, however, should always be resolved in favor of declaring an alert.

SECTION III - PREPARATION FOR ALERT SITUATIONS

The officer in charge [ ] will insure that his unit is prepared at all times to take the required action under conditions of alert. Specifically, he will:

a. Within the capabilities of the facilities under his control, continuously analyze foreign communications developments in relation to the current intelligence situation in order to keep his intercept and analysis personnel informed as to what will constitute significant or abnormal developments. (Section VI provides officer in charge of [ ] with an initial guide for this purpose.)

b. Within the capabilities of available facilities, and in accordance with procedures established by the Director or other designated authorities, make necessary arrangements for rapid and secure forwarding of information to the Director, NSA.

SECTION IV - DECLARING AND TERMINATING ALERTS

1. Alerts, within the definitions contained in Section V, paragraphs 1 and 2, may be declared by:

- a. The Director, NSA.
- b. The commander of any U. S. COMINT unit whenever he considers that the situation warrants such action.

2. Alerts may be terminated by:

- a. The commander initially declaring the alert.
- b. The Director, NSA.

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 3 OF 7 PAGES

~~HANDLE VIA COMINT CHANNELS ONLY~~

~~TOP SECRET~~

SECTION V - REPORTING DURING ALERTS

1. When the officer in charge of [ ] declares an alert to exist, his unit is responsible for the immediate spot reporting by electrical means of all significant developments.

2. Insofar as electrical facilities will permit, all pertinent information collected by the unit declaring the alert and analysis of that information will be reported to NSA in two separate types of reports, as follows:

a. Intel will contain developments from communications intelligence aspect; will normally NOT include technical data; and will be transmitted only to NSA every 4 hours. The precedence of Intel reports will be operational immediate. An example of the first line of this type report is as follows: "Alert Able [ ] Intel #2, etc."

b. Tech will contain developments from a communications technical aspect; will include full technical details; and will be transmitting only to NSA every 4 hours. The precedence of Tech reports will be operational immediate. An example of the first line of this type report is as follows: "Alert Able [ ] Tech #2 etc." Negative reports in either Intel or Tech reports are not required, except that one report will be made every 24 hours, be it negative or not.

SECTION VI - GUIDE TO COMMUNICATIONS INDICATIONS  
IN DETERMINING DECLARATION OF ALERTS

1. Introduction. The list in paragraph 2, below, of communications indications, changes and/or abnormalities should be used as a guide only in determining the declaration of alerts. NO ONE OF THESE INDICATIONS NOR ANY SPECIFIC COMBINATION MAY BE SUFFICIENT WITHIN ITSELF TO DECLARE AN ALERT. It will be the responsibility of the COMINT reporting authorities to weigh communications indications against general trends, global or area; military, political or other situations; and collateral information available BEFORE declaring an alert. No attempt has been made to list these indications in order of priority, nor are they applicable to any one service or any one country; they are intended to apply to communications indications generally. The term "Communist Countries" should be construed to include the Soviet Union, the Satellites, Communist China, North Korea, and Viet Minh. Additional indications may be added as appropriate.

~~TOP SECRET CONTROL NUMBER~~ 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 4 OF 7 PAGES

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~HANDLE VIA COMINT CHANNELS ONLY~~

~~TOP SECRET~~

2. Indications.

a. Overt Indication. Plain language or readable cipher traffic containing indications of hostilities, attack or other significant developments.

b. Communications Changes and/or Abnormalities

- (1) Marked increase in communications volume between the highest headquarters of a communist country and subordinate service and area commanders.
- (2) Marked increase in communications volume between area service headquarters and subordinate outpost elements.
- (3) Appearance or expanded use of circular messages to subordinate authorities.
- (4) Major callsign, frequency or address changes.
- (5) Indications of split headquarters activity suggesting movement of elements of military forces.
- (6) Taking over of civil communication links by the military.
- (7) Introduction of radio deception and radio counter-measures.
- (8) Marked increase or decrease in communications activity generally.
- (9) Appearance of new high-level stations, networks or activity.
- (10) Sudden changes in density of signals which may indicate ship, aircraft or troop movement.
- (11) Unusual periods of radio silence.
- (12) Unusual fluctuations and patterns in military communications network traffic.

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER~~ 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 5 OF 7 PAGES

~~HANDLE VIA COMINT CHANNELS ONLY~~

~~TOP SECRET~~

~~TOP SECRET~~

- (13) Marked increase or decrease in weather reporting from present sources and/or changes in reporting procedures.
- (14) The appearance of new sources of weather reporting or disappearance of old sources.
- (15) Increased exchange of weather information between the military.
- (16) Increase in encryption of weather reports.
- (17) Indications that the Communists are making special efforts to intercept foreign weather broadcasts.
- (18) Subordination of Russian Hydro-Met service responsibilities to the military.

c. Indications of Deployment of Material or Personnel to Forward or Strategic Areas.

- (1) Increased volume of aircraft flights to staging or forward areas.
- (2) Concentration of fighter aircraft in forward areas.
- (3) Unusual ferry flights of aircraft from one area to another or from rear bases to forward bases.
- (4) Indications of large aircraft formations on extended flights to forward areas.
- (5) Concentration of large numbers of transport aircraft (gliders, etc.) at rear or forward areas or at locations of airborne troop activities.
- (6) Deployment of early warning (E/W) and anti-aircraft equipment and units in strategic or forward areas.
- (7) Increase in weather reporting and forecasting service in forward areas.

~~TOP SECRET CONTROL NUMBER~~ 55-1276D  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 6 OF 7 PAGES

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~HANDLE VIA COMINT CHANNELS ONLY~~

~~TOP SECRET~~

d. Indications of More Stringent Security and Defense Measures, Particularly in Border Areas.

- (1) Increased and continuous air defense exercise activity.
- (2) Indications of maintenance of PVO centers on strip alert basis.
- (3) Indications of increased radar vigilance.
- (4) Institution of additional security measures at key transportation and communication centers.

e. Other Developments Anticipated Prior to Opening of Hostilities.

- (1) Indications of profile flight training by Long Range Air Armies.
- (2) Sudden increase or cessation (stand-down) of air activity at forward field.
- (3) Operational aircraft stand-down in Long Range Air Armies.
- (4) Sharp curtailment of Soviet Far Eastern Communist air activities.
- (5) Abnormal discontinuance of military maneuvers before completion of training exercises.
- (6) Flights of TU-16 (or type 37) Soviet aircraft of long duration in either unknown direction or in a direction which may take it outside Soviet areas

Appendix D to NSA Operations  
Order Annex 315-1 dated 13 Jun 55

~~TOP SECRET CONTROL NUMBER 55-1276D~~  
COPY \_\_\_\_\_ OF 60 COPIES  
PAGE 7 OF 7 PAGES