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Office Memorandum • UNITED STATES GOVERNMENT

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TO : Mr. Friedman

DATE: 7 Feb 1955

FROM : COMP

SUBJECT: NSAEUR Briefing on Reports

1. There are several aspects of Reports Coordination which concern the NSA field elements. It would be appreciated if, during your NSAEUR visit, you could obtain the NSAEUR feeling on these points.

*Clark think
not applicable
NSA Dir
27 Jan 55
no directive
to field
element
as yet
as Director
you are
Nelson et al.*

2. Currently NSA Reg 114-2 (Reports Coordination Program) delegates the authority to NSAEUR for reports coordination within their area and the regulation's application to that area is at the discretion of Chief, NSAEUR. It is felt that it would possibly be of service to the field elements and in furtherance of the overall NSA reports program if info copies of NSAEUR directives to field elements be forwarded to NSA Reports Coordination Officer. It is felt that the paper work and man hours involved is negligible and it would provide the most economical means to exercise the staff supervision over the field reports program which is indicated in NSA Reg. 114-2. We should appreciate the views of NSAEUR on this proposal. Our objective is to help prevent or eliminate duplicate reporting requirements as amongst NSA Hqs., NSAEUR, Service Crypto Agency Hqs. and Service Theater Hqs.

3. The current trend, dictated by a desire for optimum reporting techniques and uniformity, is toward the establishment or conversion of as many reports as possible to a 13 accounting period basis rather than monthly. It makes for uniform periods for charting data, more comparable figures for management's analysis etc. Should NSA proper accomplish the conversion of all possible reporting on this basis, there are distinct advantages in having the field activities on the same basis. Any thoughts or comments which NSAEUR might have will be appreciated.

*up to
Director*

4. The quarterly BRUSA reports were formulated some years ago and there is some feeling that the format could stand analysis and revision and that the as-of-dates are not realistic because of the short time available for collection and consolidation of data prior to due date. There are indications that some duplication of report processing could be eliminated if PROD could provide the 14 point report on some basis compatible with the 13 period reporting mentioned in paragraph 3 above. Any data you could collect on these aspects of the BRUSA agreement will be helpful.

*Not received
don't want
them
PROD
security
problem*

Charles K. Milroy
C. K. MILROY
LT COL USAF
ACTING COMPTROLLER

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