

8 December 1954

MEMORANDUM FOR THE DIRECTOR**SUBJECT: Establishment of an NSA Technical Journal**

1. It is recommended that an NSA Technical Journal be established as a means of disseminating in an orderly, carefully planned, professional manner articles of interest and value to the technicians in the Agency.

2. On advice of the General Counsel, such a Journal can be published under present legal regulations. (See Tab A).

3. The Adjutant General and DD/COMSEC, the officials primarily concerned with publishing the Journal, concur in its establishment and agree that they can provide the necessary facilities.

4. Many of the principal technicians in the Agency concur that a Technical Journal would be a useful and valuable undertaking. (See Tab B for a list of individuals consulted and a summary of opinions as to the utility of a Journal).

5. The Journal should contain a variety of articles covering any field of cryptology not banned by security considerations. (See Tab C for a list of suggested articles).

6. It is recommended that the following actions be taken to establish the Journal:

- a. Publish an NSA Regulation creating the Journal. (Tab D).
- b. Appoint an Editorial Policy Board. (Tab E).
- c. Authorize and fill two billets in NSA-18; one Managing Editor, GS-13 or 14, and one GS-7, Assistant Editor. (Tab F).

SYDNEY JAFFE
Assistant Chief, Training Division

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TAB A

SUBJECT: Publication of a Journal

TO: Mr. Sydney Smith
General Counsel

FROM: TFG

DATE: 6 Oct 54
Dr. Jaffe, 60455, ms
COMSEC EO. 1

1. As has been indicated in earlier conversations, I am investigating the possibility of establishing a technical journal in the Agency.

2. It is expected that the journal would have the following characteristics:

- a. It would not be published at regular intervals.
- b. It would be classified at least SECRET, and perhaps higher. It might have a codeword supplement.
- c. It would contain articles of interest only to cryptologic technicians, designed to help them carry out their assignments.
- d. It would be printed by the facilities of COMSEC.

3. In order to provide for the record a legal opinion in writing to back up what you have told me, would you please answer the following questions:

- a. Must authority to publish be obtained from any Agency outside of NSA?
- b. Is a special appropriation of any kind required?
- c. Are there any restrictions on the kinds of graphs, charts or illustrations that can be included?

4. In addition, it would be helpful to have any other comments you find it necessary to make on the legal aspects of this project.

Sydney Jaffe /s/
SYDNEY JAFFE
Assistant Chief, Training Division

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SUBJECT: Publication of a Journal

TO: TNG

FROM: GC

DATE: 2 Nov 54
60466/dml

COMMENT NO. 2

1. Answers to questions in Paragraph 3 of Comment No. 1 are as follows:

a. Under the provisions of 220 U.S.C. 44, Budget Bureau approval is required for the printing of periodicals. However, Budget Bureau Circular No. A-3, revised, of August 6, 1954, exempts from this requirement, "information required exclusively for the official use of the issuing office or service in the transaction of its routine business". The proposed journal outlined in Paragraph 2 of Comment No. 1 appears to fall within this exception so that Budget Bureau approval is not required.

b. Funds currently available for information and training activities may properly be used for the preparation of the proposed journal and funds currently available for printing and binding may be used for printing the journal. Therefore, no special appropriation is required.

c. The principal restriction on the use of illustrations is with respect to color. Limitations on the use of more than one color are contained in Paragraph 13 of the Government Printing and Binding Regulations, July 1, 1954.

2. In general, there should be no legal objection the publication of the proposed journal provided care is taken to stay within the limitations of Budget Bureau Circular No. A-3, with the respect to the contents of the journal, and the Government Printing and Binding Regulations, with respect to its preparation.

SYDNEY B. SMITH
General Counsel

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1. Individuals consulted with reference to establishment of an NSA Technical Journal:

a. Directorate and Staff

Mr. William F. Friedman	S/ASST
CAPT E. S. L. Goodwin, USN	IG
Col. J. D. Jones, USAF	COMP
Col. George E. Campbell, AGC	AG
CDR. J. T. Pendergrass, USN	TEC
Mr. W. A. Jones	TEC
Mr. I. Goldner	TEC
Mr. Sydney Smith	GC
Mr. Oliver R. Kirby	P/P
Mr. Lambros Callimahos	TNG

b. R/D

Dr. S. Kullback
Dr. H. H. Campaigne

c. COMSEC

Col. F. E. Herrelko, USAF
Mr. F. C. Austin
Dr. Harold J. Stukey

d. PROD

Dr. A. Sinkov
Mr. F. A. Raven
Mr. Arthur Levenson
Dr. Carl P. Klitzke
Dr. Daniel Dribin
Dr. Kathleen M. Mumm
Mr. Paul K. Hartstall

2. Suggested reasons for establishment of a Journal:

- a. Contribute to creating a feeling of professionalism among technicians.
- b. Contribute to raising morale.
- c. Provide a means of assuring proper dissemination of technical information.

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Tab B (cont)

- d. Stimulate recording of significant advances.
- e. Assure application of high editorial standards to publication.
- f. Provide a means of disseminating in easily accessible form the cream of documents now being published.
- g. Help transmit ideas among technicians.
- h. Contribute to broadening education of technicians by informing them about fields with which they are not familiar.

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TAB C

SUGGESTED TYPE ARTICLES FOR PUBLICATION IN A JOURNAL

1. General cryptologic subjects.
 - a. Historical articles dealing with war-time applications of cryptology.
 - b. The role of COMINT in the intelligence function.
 - c. Contributions of the various specialties to COMINT production (T/A, C/A, special identification techniques, etc.).
 - d. The organization of research materials and their use in cryptology.
 - e. Service concepts of the organization and employment of COMINT units.
 - f. The relations between NSA and the Services.
 - g. Problems in organization and management of cryptologic operations.
 - h. The evaluation of a national COMINT organization.
 - i. The COMSEC problems of NATO.
 - j. Distribution and accounting of cryptomaterials.
2. Technical subjects.
 - a. Development and employment of miniature tubes.
 - b. Electronic checking of key tape.
 - c. Development of Morse Operator Analysis and its relation to traffic analysis.
 - d. The short signal intercept problem.
 - e. Development of ciphony equipment.
 - f. Types of radioprinter transmission.
 - g. Problems in indicator encipherment.
 - h. Radiation from crypto-equipment.

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Tab C (Cont)

3. Reprints from learned journals.
4. Bibliographies and book reviews.
5. Short items about standard, or new, analytic techniques, statistical tools, useful forms, new machine developments, etc.
6. Announcements of courses and conferences on technical subjects.

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TAB F

MEMO FOR THE RECORD:

2 Dec 54

TO: NSA-14
NSA-18

FROM: M. N. Wolfe

SUBJECT: Publications Officer Jobs

1. Attached are three job statements with titles and grades assigned by CivClass. Although two Publications Officer Jobs were developed, it is understood that only one of these will be established.

2. If a GS-14 is desired, then this job would have to include the responsibility for the Publications Program of the Agency. This would involve vesting technical editorial controls over all Agency's publications in the GS-14 job.

cc: CivClass

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Tab F (cont)

Category - Publications
NSA-14 or 18

Recommended Grade GS-13

Advisory Allocation
Grade GS-010-13
Title Publications Officer
Signature: John Weir
Date 11/23/54

JOB CONTROLS:

Supervisory controls consist of policy guide lines outlining the objectives of an Agency Technical Journal, established by an Agency Technical Editorial Board. Completed work is reviewed through discussions with members of the board to insure attainment of objectives and to evaluate the judgment and the adequacy of the plans presented.

Regulatory controls consist of official regulations governing (1) the safeguarding of classified material (2) the format of official Agency Publications.

JOB STATEMENTS:

1. Serves as the recognized technical publication authority for the Agency's Cryptologic Journal. In this capacity renders advice and consultation to the members of the Agency's Editorial Board on the potentialities and limitations of the Agency's Cryptologic Journal.

2. Initiates, plans, develops, and directs and coordinates the various comprehensive publications phases of this Agency Journal. This Journal includes articles on a wide variety of highly technical and scientific individual research programs of extensive scope and diversity and of critical importance to the National Security and of great significance to International Security.

a. Publications of the Cryptologic Agency include all the different technical and scientific fields that make up the COMINT effort (i.e. Cryptanalysis, Traffic Analysis, Intelligence Research, Communications, Transmission, Mathematics, Engineering, etc. as well as the development and productivity problems encountered within each of the above fields).

b. This publication will be distributed to the various organizational elements of this Agency (world wide), Service Cryptologic Agencies and as feasible selected Federal Agencies engaged in related activities. Preparation of articles must be so developed to insure the interest of the readers.

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Tab F (cont)

3. Determines the contact and liaison to be maintained with each of the Agency's top technical authorities to obtain their technical advice on articles within their field of endeavor.

4. Determines:

- a. The articles to be published.
- b. The scheduling for publication.
- c. The articles that representatives of collaborating Agencies should be requested to submit.
- d. The scope of the publication which may range from reports to original research in engineering, mathematics, etc., to short technical tips to cryptanalysts.
- e. The make-up of the Journal.

5. Screens technical literature submitted (usually upon request) to insure that the Journal will be of the widest possible interest.

6. Initiates and recommends to the Board the establishment, development or revision of policies, methods, and techniques for the publication which will fully and effectively interpret the technical, scientific and specialized research and operational programs of the Agency.

Performs other duties as required.

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QUALIFICATIONS

BACKGROUND	NECESSARY	DESIRED
1. EDUCATION	College degree or it's equivalent with considerable emphasis on journalism and/or writing involving considerable research techniques.	Graduate work in the field of journalism and/or writing involving considerable research technique
A. SPECIFIC TYPE AND EXTENT ABOVE HIGH SCHOOL	Completion of Agency cryptologic course of the intermediate level	Completion of advanced cryptologic course.
B. AGENCY COURSES	Completion of service cryptologic course.	Completion of service cryptologic course.
C. MILITARY SERVICE SCHOOLS		
2. EXPERIENCE		
A. AGENCY		2 yrs' experience in one or more of the basic fields of research, such experience should be above the journeyman level (normally GS-9).
B. OTHER	3 yrs' experience in publication planning and/or editing i.e. managing editor, director, and/or advisor of a scientific or technical publication.	
3. APTITUDES	Ability to plan, develop and promugate technical or scientific publications. Ability for long-range planning. Ability to deal effectively with top technicians.	
4. TESTS	Any test(s) that indicates and/or evaluates above abilities.	
5. SPECIALIZED PHYSICAL REQUIREMENTS	Normal requirements.	

GS-13 Requires above qualifications plus the ability to assume full responsibility for the publication of a technical journal.

GS-14 Requires above qualifications plus ability to plan, develop and sell a sound publications program adequate for this Agency.

NAME OF OPERATING OFFICIAL (print)

OPERATING OFFICIAL (signature)

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TAB F

Category - Publications

Recommended Grade GS-12

Grade GS-010-12

Title Publications Officer

Signature: John Neir

Date 23 Nov 54

JOB CONTROLS:

Supervisory controls consist of policy guide lines and outlines indicating the overall plan, the scope, and the objectives of a Technical Agency Journal. Discusses plans and drafts of material to be included, with the members of an Agency Technical Editorial Board. Presentability and adequate coverage of completed work is reviewed by the discussions with the members of the Agency Board. Technical accuracy of completed work is reviewed by top Agency authorities and/or members of the Agency Board.

Regulatory controls consist of official regulations governing (1) the safeguarding of classified material (2) the format of official Agency publications.

JOB STATEMENTS:

1. Serves as publications adviser to the Agency's Editorial Board. Advises Board members of the potentials and limitations of the Agency's Cryptologic Journal.

2. Participates in the initiation, planning, and development of the various comprehensive publications phase of this Agency's Cryptologic Journal by working closely with members of the Board and expressing personal opinions or suggestions submitted by others or personally suggested. This Journal includes articles on a wide variety of highly technical and scientific individual research programs of extensive scope and diversity and of critical importance to the National Security and of great significance to International Security.

a. Publications of the Cryptologic Agency include all the different technical and scientific fields that make up the COMINT effort (i.e. Cryptanalysis, Traffic Analysis, Intelligence Research, Communications, Transmission, Mathematics, Engineering, etc., as well as the development and productivity problems encountered within each of the above fields).

b. This publication will be distributed to the various organizational elements of this Agency (world wide), Service Cryptologic Agencies and as feasible selected Federal Agencies engaged in related activities. Preparation of articles must be so developed to insure the interest of the readers.

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Tab F (cont)

3. Maintains constant contact and liaison with each of the Agency's top technical authorities to obtain their technical advise on articles within their field of endeavor.

4. Suggests:

a. The articles to be published.

b. The scheduling for publication.

c. The articles that representatives of collaborating Agencies should be requested to submit.

d. The scope of the publication which may range from reports to original research in engineering, mathematics, etc., to short technical tips to cryptanalysis.

e. The make-up of the Journal.

5. Screens technical literature submitted (usually upon request) to insure that the Journal will be of the widest possible interest.

6. Recommends to the Board the establishment, development or revision of policies, methods, and techniques for the publication which will fully and effectively interpret the technical, scientific and specialized research and operational programs of the Agency.

Performs other duties as required.

PUBLICATIONS EDITOR
GS-7 Proposed

JOB CONTROLS:

Supervisory controls consist of general assignments relative to the editing of material for inclusion in Agency cryptologic journal in accordance with established time limits advice and guidance through discussions with superior or other technicians. Completed work is subject to review for adequacy and compliance with instructions and editorial standards.

Regulatory controls consist of official regulations which prescribe the safeguarding of classified information established Agency editorial policies, procedures and publications standards.

JOB STATEMENTS:

Performs the editorial review of manuscript on technical and specialized subjects of interest to technicians in the field of cryptology, which have been accepted for publication in the Agency cryptologic journal. The material, written by technicians, covers the various fields which enter into the COMINT effort, and range from reports of original research in engineering, mathematics, etc., to short technical tips to cryptanalysts.

1. Reviews and edits the original text of articles for completeness, clarity, conciseness, appropriateness of presentation, correctness of terminology and grammar and adequacy of tabular or illustrative material. Is responsible for the overall organization of the manuscript, which may include rewriting, from an editorial standpoint, portions to improve clarity, logical sequence or general presentability. Questions and discusses with superior or author material what is not coherent and internally consistent. Discusses directly with the author any questions of facts, omission of data, or obvious conflicts with previous publications, conducting necessary correspondence with authors outside the Agency.

2. Maintains liaison with printing personnel regarding lay-outs and proofs, as well as appropriate Agency personnel regarding distribution of publications. Proof reads galley and page proofs. Distributes copies of the journal, with responsibility for observing established rules and regulations governing distribution.

Performs other duties as assigned.