



**Plan for the Transfer of the
Armed Forces Medical Intelligence Center
and the
Missile and Space Intelligence Center
to the
Defense Intelligence Agency**

PLAN FOR THE TRANSFER OF THE
ARMED FORCES MEDICAL INTELLIGENCE CENTER
AND THE
MISSILE AND SPACE INTELLIGENCE CENTER
TO THE
DEFENSE INTELLIGENCE AGENCY

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INTRODUCTION

Congressional action on the FY92 Budget has resulted in the permanent transfer, effective 1 January 1992, of the Armed Forces Medical Intelligence Center (AFMIC) and the Missile and Space Intelligence Center (MSIC) from the Department of the Army to the Defense Intelligence Agency (DIA). The following represents a plan that, when implemented, will help ensure the transfer is conducted in an efficient manner.

BACKGROUND

The Department of Defense's Scientific and Technical Intelligence (S&TI) Community has been largely composed of DIA and five Service Centers (Army's Armed Forces Medical Intelligence Center, Foreign Science and Technology Center, and Missile and Space Intelligence Center; Navy's Naval Maritime Intelligence Center; and Air Force's Foreign Technology Center). Transfer of AFMIC and MSIC to DIA will not alter either center's mission or functions. AFMIC will continue to be responsible for the production of finished intelligence and the maintenance of DoD foreign medical intelligence data bases. This will encompass the following:

--- General Medical Intelligence will consider factors which affect human performance capability and well-being such as infectious diseases, sanitation, venomous insects and animals, toxic plants, the environment, and medical care capabilities.

--- Medical Scientific and Technical Intelligence will address basic and applied biomedical phenomena of military importance including biological, chemical, psychological, and biophysical factors.

--- Biological Warfare (BW) Intelligence will analyze the capability of foreign countries to acquire, develop, produce, or to employ as a weapon any agent of biological origin. Such agents might include infectious diseases, genetically engineered substances, or toxins.

--- Foreign Medical Materiel Exploitation will include managing the acquisition, laboratory analysis, and field evaluation of items of military medical equipment and materiel which have been manufactured in foreign countries.

MSIC will continue to be responsible for the production of finished intelligence on foreign missile systems. MSIC will continue to utilize a comprehensive all-source approach to provide products and extensive modeling and simulations to a variety of customers within and outside the Department of Defense. These products will provide detailed assessments of threat capabilities.

limitations, and vulnerabilities in primary mission areas such as Tactical and Strategic Air Defense, Anti-Ballistic Missile Defense, Space, Ground Based Direct Ascent ASAT, Directed Energy Weapons, Short Range Ballistic Missile Systems, and Antitank Guided Missile Systems.

Worth noting within MSIC is the CROSSBOW-S Management Office for coordination of DoD tri-service hardware simulator programs and the Threat Simulator Project Office which is responsible for the production of actual hardware replicas of threat equipment under the auspices of the U.S. Army Threat Simulator Program. Both offices will continue to operate as before.

GOAL

To conduct the permanent transfer of AFMIC and MSIC from the Department of the Army to the DIA. The transfer is to be conducted in accordance with established statutes and pertinent Departmental directives and regulations. The transfer process must ensure both center's operations continue uninterrupted, their intelligence consumers' requirements are fulfilled, and their personnel are not affected adversely by this resubordination.

REQUIRED ACTIONS

The Appendix identifies, first by Center, and then by category, the most significant activities that must be accomplished to transfer AFMIC and MSIC in an efficient manner to DIA.

CONCLUSION

DIA, having consulted with personnel from the Department of the Army, DCSINT; base personnel at Fort Detrick, Maryland and Redstone Arsenal, Huntsville, Alabama; and the functional experts at AFMIC and MSIC, concludes that if the aforementioned required actions are completed, an expeditious and efficient transfer of both Centers to DIA will occur.

ARMED FORCES MEDICAL INTELLIGENCE CENTER

CATEGORY: Finance and Payroll

OBJECTIVE: Provide uninterrupted financial support to the AFMIC mission upon final Congressional enactment of functional transfers.

TASK: Issue a Military Interdepartmental Purchase Request (MIPR) to the Department of the Army to provide funds reimbursement for all AFMIC FY 1992 obligations incurred from 1 October 1991 to 31 December 1991.

Issue a separate funding document to the Department of the Army (INSCOM-OA-25 or direct to AFMIC(?)) for AFMIC operations for the period from 1 January - 30 September 1992.

OPR: OOC
COLLAB: INSCOM
SUSPENSE: 1 Jan 92

OBJECTIVE: Provide consolidated Departmental level Status of Funds Reports to the Defense Finance and Accounting Service, (DFAS) Washington.

TASK: AFMIC will provide DIA copies of the monthly standardized financial reports received from the Department of the Army. DIA will consolidate all financial data and prepare the required Department of Defense Status of Funds Reports.

OPR: OOC
COLLAB: AFMIC
SUSPENSE: Monthly

OBJECTIVE: Ensure that currently unfunded AFMIC resource and long-range program requirements are separated from existing Army production (AIA) initiatives and submitted to DIA.

TASK: Identify the AFMIC portion or slice of previously submitted Army production requirements and ensure they are submitted to DIA for consideration. Specific functional areas of concern include automation maintenance, automation life-cycle replacement, and civilian pay shortfalls.

OPR: ODT
COLLAB: AIA HQ; AFMIC; OOC; DS
SUSPENSE: 31 Dec 91

OBJECTIVE: Transfer the GDIP Expenditure Unit (EU) for AFMIC to the DIA Production Expenditure Center as a separate DIA EU. Transfer will be included in the FY93-97 Budget/Congressional Budget Justification Book (CJB).

TASK: Work with the GDIP Staff to ensure all resources currently programmed for AFMIC are maintained in a separate DIA EU.

OPR: OOC

COLLAB: ODT; GDIP Staff; AFMIC; DS

SUSPENSE: 1 Jan 92

CATEGORY: Logistics, Interservice Support Agreement

OBJECTIVE: Arrange for uninterrupted logistical support and maintenance of all AFMIC facilities and personnel.

TASK: Verify and provide support required by AFMIC.

OPR: RLE-2
COLLAB:
SUSPENSE: 13 Dec 91

TASK: Verify the support capable of being provided and define the provider.

OPR: RLE-2
COLLAB:
SUSPENSE: 1 Feb 92 (15 Dec 91 if no major changes)

TASK: Verify the dollar amount needed to pay for required support and the correct fund citation.

OPR: OOC-2
COLLAB: RLE-2
SUSPENSE: 1 Feb 92

TASK: Execute an Interservice Support Agreement to provide all necessary support to AFMIC.

OPR: RLE-2
COLLAB: OOC; OOC-2; OOC-4; Army
SUSPENSE: 15 Feb 92

OBJECTIVE: Arrange for Property Book Accountability.

TASK: AFMIC will retain Property Book accountability. AFMIC will provide the initial inventory to DIA and an annual update of assets. DIA regulations will prevail when processing Reports of Survey. RLE-2 will provide specific written procedures.

OPR: RLE-2
COLLAB:
SUSPENSE: 1 Jan 92

OBJECTIVE: Review Acquisition and contracting support currently provided by the U.S. Army Acquisition Agency to AFMIC and other DoD Activities on Fort Detrick at no cost.

TASK: Evaluate the support currently provided and determine if a reimbursable Interservice Support Agreement will be required by the Department of the Army to continue acquisition support or if the support could be more efficiently and economically provided by DIA.

OPR: RLE-2
COLLAB: RSQ; AFMIC
SUSPENSE: Jul 92

CATEGORY: Manpower & Force Structure

OBJECTIVE: Move AFMIC into the DIA management and organizational structure.

TASK: Assign the AFMIC structure to the Office of Scientific and Technical Intelligence.

OPR: ODT
COLLAB: RHR; OOC
SUSPENSE: 1 Jan 92

TASK: Establish the AFMIC manpower authorization in the DIA Manpower Data Base in sufficient detail to generate DIA Joint Table of Distribution.

OPR: RHR
COLLAB: OOC; AFMIC
SUSPENSE: 1 Jan 92

TASK: Develop Joint Manpower Program (JMP) formats and forward a revised DIAJMP to JSC/J-1 for approval.

OPR: RHR
COLLAB: OOC; AFMIC
SUSPENSE: 31 Mar 92

TASK: Provide DIA budget and manpower information and standards to AFMIC so that Director, AFMIC and Director, ODT can make organizational changes.

OPR: RHR
COLLAB: AFMIC; ODT
SUSPENSE: 1 Jan 92

CATEGORY: Civilian Personnel

OBJECTIVE: Maintain an effective civilian personnel program for AFMIC in the near term.

TASK: Enter into an Interagency Support Agreement (ISA) with Fort Detrick covering civilian personnel services for AFMIC (FY92).

OPR: RLE
COLLAB: ODT; RHR; Ft Detrick CPO
SUSPENSE: 15 Feb 92

TASK: Obtain appropriation code information for insert on SF-50's.

OPR: RHR
COLLAB: ODT; OOC
SUSPENSE: 29 Dec 91

TASK: Prepare and deliver employee briefings for AFMIC personnel.

OPR: RHR
COLLAB: AFMIC
SUSPENSE: 29 Dec 91

TASK: Prepare and deliver training for the Base Personnel Office on the DIA personnel program.

OPR: RHR
COLLAB:
SUSPENSE: 29 Dec 91

TASK: Assemble and provide Director, Civilian Personnel, U.S. Army Garrison, Fort Detrick with a set of personnel regulatory documents.

OPR: RHR
COLLAB:
SUSPENSE: 29 Dec 91

TASK: Issue Mass Transfer documents in accordance with OPM regulatory policy.

OPR: Post CPO
COLLAB: RHR; INSCOM
SUSPENSE: 1 Mar 92

TASK: Issue general notice of AFMIC transfer to DIA. State authority for transfer and provide useful summary information for AFMIC employees.

OPR: RHR
COLLAB: AFMIC, RDT
SUSPENSE: 15 Dec 91

OBJECTIVE: Provide continuing civilian personnel services and support.

TASK: Develop Career Ladders.

OPR: RHR
COLLAB: ODT
SUSPENSE: 30 Sep 92

TASK: Develop a plan to integrate AFMIC personnel into the DIA Performance Appraisal System.

OPR: RHR
COLLAB: Post CPO; ODT
SUSPENSE: 15 Feb 92

TASK: Reevaluate the Interagency Support Agreement for local civilian personnel support.

OPR: RHR
COLLAB: ODT; RLE
SUSPENSE: 31 Jul 92

TASK: Develop Civilian Table of Organization (CTO) and establish a plan for implementation of performance and incentive awards program.

OPR: RHR
COLLAB:
SUSPENSE: 1 Jan 92

CATEGORY: Military Personnel

OBJECTIVE: Move authorizations and personnel from Services' manpower documents to DIA's manpower documents. This includes active duty and reserve authorizations.

TASK: Transfer manpower authorizations from Services to DIA.

OPR: J-1
COLLAB: RHR-1; OOC-5
SUSPENSE: NLT 1 Apr 92

TASK: Validate Unit Identification Codes (UICs) for each Service to ensure the military members can be properly aligned under DIA.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: NLT 1 Mar 92

TASK: Establish paragraph/line numbers for manpower authorizations and JTDRNs on DIA's manpower document.

OPR: RHR-1
COLLAB: OOC-5
SUSPENSE: NLT 1 Mar 92

TASK: Explore transferring attached billets directly under AFMIC.

OPR: RHR
COLLAB: OOC-5
SUSPENSE: NLT 1 Apr 92

TASK: Coordinate with DSP-C to ensure necessary DIA regulations on military programs are forwarded to AFMIC to facilitate the center's compliance with DIA policy concerning military personnel programs.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: 1 Jan 92

TASK: On 1 October 1991, the Director, AFMIC, assumed responsibility as the Special Security Office (SSO), Fort Detrick, as a result of decentralization of Army SSG function. AFMIC intends to continue to perform this function. Ensure that the three military manpower billets associated with the performance of the Fort Detrick SSO function are transferred from Army to DIA.

OPR: RHR
COLLAB: AFMIC; OSC; INSCOM
SUSPENSE: 1 Jan 92

OBJECTIVE: Revalidate the current Interservice Support Agreement with Fort Detrick for Army personnel assigned to AFMIC.

TASK: Revalidate support agreements to continue Fort Detrick's support for some finance actions, morale welfare and recreation, dormitory and Uniform Code of Military Justice (UCMJ) authority for enlisted personnel.

OPR: AFMIC
COLLAB: RHR-3
SUSPENSE: NLT 1 Apr 92

OBJECTIVE: Review support provided to Navy personnel concerning military personnel, finance, and UCMJ authority.

TASK: Transfer personnel and finance support for Navy personnel currently provided through the Personnel Support Detachment (PSD) at Bethesda to PSD Anacostia.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: NLT 1 Apr 92

OBJECTIVE: Review support provided to Air Force personnel concerning military personnel, finance, and UCMJ authority.

TASK: Establish a Memorandum of Agreement with Bolling AFB to consolidate all personnel and finance support for Air Force personnel assigned to AFMIC under the 1100th ABG.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: NLT 1 Apr 92

TASK: Formalize a Memorandum of Agreement with the Air Force District of Washington UCMJ authority for all Air Force personnel assigned to AFMIC.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: NLT 1 Apr 92

OBJECTIVE: Assume responsibility for the filling of vacant and projected vacant military authorizations.

TASK: Notify DIA of all outstanding requisitions and projected vacant positions.

OPR: AFMIC
COLLAB:
SUSPENSE: NLT 1 Jan 92

TASK: Contact the Services to validate status of filling requisitions which were already forwarded to the Services for fill action.

OPR: RHR-3
COLLAB: AFMIC
SUSPENSE: NLT 1 Feb 92

CATEGORY: Security

OBJECTIVE: Transfer those services provided by the Army to AFMIC/DIA:

TASK: Identify for potential transfer the following services from Army to DIA.

a. Technical Support Counter Measures (TSCM) - pre-construction surveys, bi-annual TSCM inspections, etc.

b. Special Security Office (SSO) - billet and document management, facility documentation and inspections, SCI control responsibilities, etc.

c. Preparation and adjudication of Special Background Investigations (SBI).

d. Operations Security support.

e. Counterintelligence investigative support and foreign contact and travel reporting.

f. Security awareness and education.

OPR: OSC

COLLAB: AFMIC; DAMI-CI; INSCOM

SUSPENSE: 15 Dec 91

OBJECTIVE: Provide AFMIC with DIA SI and TCS control numbers.

TASK: Identify and transfer SI and TCS control numbers to AFMIC.

OPR: DSP-2

COLLAB: AFMIC

SUSPENSE: 2 Jan 92

OBJECTIVE: Identify those services provided by installation (Ft. Detrick) that will remain status quo until such time as the MOA/MOUs are modified or funds are transferred to DIA.

TASK: Revalidate MOAs between organizations for the identified support:

a. Guard Force - Fort Detrick

b. Communications

c. Alarm Maintenance

- e. Lock Maintenance
- f. Battery Maintenance

OPR: OSC
COLLAB: RSQ; AFMIC; DS; USAISC
SUSPENSE: 2 Jan 92

OBJECTIVE: Revalidate the appropriate MOAs to provide Special Security support to Major Army Commands.

TASK: Identify support (billet management, facility, ADP advice and assistance, training, and NATO sub-registry management, etc.) provided by AFMIC security for Army which will either require a revalidated MOA or a transfer of funds (i.e., special security support for Information Systems Command).

OPR: OSC
COLLAB: AFMIC; DS; USAISC
SUSPENSE: 2 Jan 92

OBJECTIVE: Prepare to fund those services for which AFMIC has an obligation from budgeted resources.

TASK: Identify requirements to fund other services provided by AFMIC funds (i.e., alarm, lock, and battery maintenance).

OPR: OSC
COLLAB: AFMIC; OOC
SUSPENSE: 1 Apr 92

OBJECTIVE: Determine the viability of transferring the guard force from an AFMIC guard force to a DIA guard force.

TASK: Identify the costs associated with paying for guard positions under the DIA contract versus contracting through Army for continued services.

OPR: OOC
COLLAB: AFMIC; OSC; RHR; USAISC
SUSPENSE: 15 Apr 92

OBJECTIVE: Determine the feasibility of converting the AFMIC badge system to the DIA system.

TASK: Identify requirements to provide AFMIC with a DIA compatible badge system.

OPR: OSC
COLLAB: AFMIC
SUSPENSE: 1 Feb 92

OBJECTIVE: Prepare orders delegating "authorities" to AFMIC.

TASK: Identify those "authorities" which will be delegated to AFMIC (i.e., Cognizant Security Authority (CSA), Senior Intelligence Officer (SIO), Special Security Officer (SSO), [REDACTED], TOP SECRET, and NATO Control Officers).

OPR: OSC
COLLAB: AFMIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Transfer SCI billets from Army to DIA.

TASK: Identify the numbers and types of billets which must be transferred and the methodology for transferring billets from Army to DIA.

OPR: OSC
COLLAB: AFMIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Transfer physical security documents to DIA.

TASK: Identify and transfer those physical security documents which must be transferred from Army to DIA. Documents will include the Fixed Facility Checklist, Facility TEMPEST Assessment/Risk Analysis, and other facility accreditation paperwork.

OPR: OSC
COLLAB: AFMIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Identify the offices within DIA which will provide policy guidance to AFMIC regarding collateral and SCI security issues.

TASK: Identify the offices within DIA which AFMIC collateral and SCI security will be subordinated (i.e., billets, facilities, TEMPEST, SAP, documents, etc.).

OPR: OSC
COLLAB: AFMIC
SUSPENSE: 2 Jan 92

OBJECTIVE: Provide AFMIC a list of recurring reports which are required by DIA.

TASK: Identify reports which are required by DIA which AFMIC will be responsible for providing on a recurring basis (billet status reports, special access document inventory's, etc.).

OPR: OSC
COLLAB: AFMIC
SUSPENSE: 2 Jan 92

OBJECTIVE: Manage Special Access Programs (SAP) at AFMIC.

TASK: Identify the SAPs and provide transitional management and guidance for the handling and retention of them at AFMIC.

OPR: OSC-PDO
COLLAB: AFMIC; DAMI-FIT
SUSPENSE: 2 Jan 92

OBJECTIVE: Re-key all STU-IIIs within AFMIC.

TASK: Develop a plan to re-key all STU-IIIs within AFMIC.

OPR: DSO
COLLAB: AFMIC; OSC
SUSPENSE: 2 Jan 92

OBJECTIVE: Convert Defense Courier Service (DCS) accounts from AFMIC to DIA.

TASK: Identify and convert those Army peculiar items of the DCS system to DIA (account numbers, addresses, etc.).

OPR: DSP-2
COLLAB: AFMIC
SUSPENSE: 2 Jan 92

CATEGORY: Production

OBJECTIVE: Issue guidance to define what a DIA "Field Operating Activity (FOA)" is and how AFMIC will function as one within the DIA organization.

TASK: Define the role of AFMIC as an FOA to include its organizational structure and the interface of the components of that structure with DIA elements.

OPR: ODT
COLLAB: AFMIC; OOC; RHR
SUSPENSE: 15 Dec 91

TASK: Define lines of authority for AFMIC and DIA components. Resolve whether there will be a single point of entry between the Director, AFMIC, and DIA, as well as the role DIA components will be assigned in supporting AFMIC functional areas within AFMIC.

OPR: ODT
COLLAB: AFMIC
SUSPENSE: 2 Jan 92

TASK: Issue guidance defining the AFMIC Director's responsibilities and authority.

OPR: DR
COLLAB: ODT; AFMIC
SUSPENSE: 2 Jan 92

TASK: Prepare appropriate correspondence and directives proclaiming the establishment of AFMIC as an FOA.

OPR: ODT
COLLAB: AFMIC
SUSPENSE: 31 Dec 91

OBJECTIVE: Define and establish functional responsibilities for review and validation of substantive intelligence produced by AFMIC, including lines of authority for that review, to posture DIA and AFMIC to accomplish their assigned mission.

TASK: Review and revise, if necessary, substantive review procedures for ODT and AFMIC.

OPR: ODT
COLLAB: AFMIC; ODT-3; ODT-5C
SUSPENSE: 2 Mar 92

TASK: Review task monitorship role between ODT and AFMIC. Determine whether present structure will remain intact or whether AFMIC will assume the task monitor role, to include performing the technical review of Intelligence Production Requirements (IPR) and approving/disapproving them for production under the DoDS&TI Production Program.

OPR: ODT
COLLAB: AFMIC; ODT-3; ODT-5C
SUSPENSE: 2 Mar 92

OBJECTIVE: Integrate non-scheduled (ad hoc) production and administrative actions into the DIA tasking processes (CAO, JS, DI, etc.).

TASK: Establish procedures to incorporate non-substantive actions assigned to AFMIC into the DIA tasking system (CAO). Determine the path these taskings will follow en route to AFMIC.

OPR: ODT-A
COLLAB: AFMIC; CAO
SUSPENSE: 31 Jan 92

TASK: Establish procedures to incorporate substantive non-scheduled intelligence requirements into the appropriate tasking system (CAO, JS, DI, etc.). Determine path these taskings will follow enroute to AFMIC.

OPR: ODT-A
COLLAB: AFMIC; ODT-3; CAO
SUSPENSE: 31 Jan 92

TASK: Establish policy to permit direct analyst-to-consumer interface for short-term inquiry type actions.

OPR: ODT
COLLAB: AFMIC
SUSPENSE: 31 Jan 92

TASK: Establish "feedback" mechanism to ODT for taskings received by AFMIC, including procedures for handling contentious requirements.

OPR: ODT
COLLAB: AFMIC
SUSPENSE: 31 Jan 92

OBJECTIVE: Ensure continued, uninterrupted support to Service S&T intelligence needs.

TASK: Develop procedures to ensure continued support to Service consumers and provide a mechanism for ODCSINT/ACSIs to express disparate views.

OPR: ODT
COLLAB: AFMIC
SUSPENSE: 31 Mar 92

OBJECTIVE: Determine future relationships for DoD and Army programs currently under AFMIC's cognizance, to include membership in National/DoD committees.

TASK: Identify National/DoD committee membership held by AFMIC personnel. Determine where Army membership is affected due to the transfer of AFMIC to DIA, as well as instances where dual membership between DIA and AFMIC currently exists. Resolve issues of duplicative membership, when appropriate, by assigning responsibility to either DIA or AFMIC. Provide time to transition membership back to Army in instances where AFMIC has provided Army representation.

OPR: AFMIC
COLLAB: ODT; INSCOM
SUSPENSE: 31 Jan 92

OBJECTIVE: Develop the means to pass bulk substantive and administrative documents between AFMIC and DIA.

TASK: Investigate the feasibility of transferring hard copy material between DIA and AFMIC via electrical means (e.g., DSNET). Determine need for courier service between Washington and Fort Detrick to facilitate rapid movement of this material as an interim measure.

OPR: DS
COLLAB: ODT-A
SUSPENSE: 31 Jan 92

OBJECTIVE: Ensure AFMIC access to DoDS&TI Production Management System data files resident on SAFE.

TASK: Ensure capability for AFMIC access to SAFE is operational.

OPR: DS
COLLAB: ODT-3; AFMIC
SUSPENSE: 31 Dec 91

TASK: Establish User Identification, passwords, and authorize AFMIC production control personnel access to the STIPROC files in

the SAFE production module.

OPR: DS
COLLAB: ODT-3; AFMIC
SUSPENSE: 31 Dec 91

OBJECTIVE: Ensure imagery support, presently provided by the Army, is provided by DIA after the transfer of AFMIC to DIA occurs.

TASK: Identify and assume imagery support to include immediate readout and tasking of priority targets in AFMIC's mission area (both recurring and ad hoc coverage) that is currently being provided by the U.S. Army Intelligence Threat and Analysis Center (ITAC).

OPR: ODX
COLLAB: AFMIC; ITAC; ODT-3B
SUSPENSE: 31 Dec 91

OBJECTIVE: Document Army requirements not presently articulated in the DoDS&TI Production Program.

TASK: Develop Intelligence Production Requirements (IPRs) or other suitable requirements documentation for desired S&TI support that is affected by the transfer of AFMIC to DIA.

OPR: Army
COLLAB:
SUSPENSE: TBD

OBJECTIVE: Integrate all continuing programs that AFMIC supports into the "Catalog of Approved Scientific and Technical Intelligence Tasks (CAST)."

TASK: Prepare draft Task Units (DIA Form 424-1) on non-DIA tasked support.

OPR: AFMIC
COLLAB: ODT-3
SUSPENSE: 30 Apr 92

CATEGORY: Information Services

OBJECTIVE: Develop an ADP and communications transition plan to facilitate the integration of the AFMIC information processing services into the DIA infrastructure.

TASK: Provide connectivity to Autodin, the Defense Data Network, voice and secure voice, electronic publishing and video. Communications must be capable of supporting automated message handling, electronic mail, file transfer and video teleconferencing.

OPR: DS
COLLAB: AFMIC
SUSPENSE: 31 JAN 92

TASK: Ensure the AFMIC local area network plans to connect their workstations are in compliance with the DoDIIS Reference Model, dated 18 October 1991. (The area which must be addressed is electronic mail. AFMIC is currently planning to use CCMAIL. The DIA standard is Higgins.)

OPR: DS
COLLAB: AFMIC
SUSPENSE: 31 JAN 1992

TASK: Transition the system support services currently provided through or by DAMI, AIA, and FSTC to DIA.

OPR: DS
COLLAB: AFMIC; AIA; DAMI; FSTC
SUSPENSE: 31 JAN 92

OBJECTIVE: Ensure mailing of AFMIC-generated, time-sensitive special studies, usually 30 pages, black and white and around 200 copies. These products are now mailed by Fort Detrick as part of base support.

TASK: For FY92, continue base support for mailing of these products.

OPR: RLE
COLLAB: AFMIC; DS
SUSPENSE: 31 JAN 92

TASK: For FY93, assess feasibility of digitally transmitting all AFMIC generated products to DIA for printing and dissemination.

OPR: DS
COLLAB: AFMIC
SUSPENSE: 30 JUN 1992

OBJECTIVE: Ensure support for the destruction of classified waste. This function is now supported by Fort Detrick as part of the overall base support.

TASK: For FY92 and outyears, continue base support of classified waste destruction. MIPR funds to US Army Health Services Command, Fort Detrick for this support. For DIA to assume this support, transportation costs would be prohibitive and security risks would be increased.

OPR: RLE
COLLAB: OOC; AFMIC
SUSPENSE: 31 JAN 92

OBJECTIVE: Ensure dissemination to AFMIC of appropriate regulations, documents, forms, and other administrative correspondence.

TASK: Provide AFMIC with a complete set of DIA regulations and manuals.

OPR: DS
COLLAB: AFMIC
SUSPENSE: 15 Dec 91

TASK: Add AFMIC to distribution for all DIA administrative publications and correspondence.

OPR: DS
COLLAB: AFMIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Transfer AFMIC FY93 O&M and procurement dollars to the DIA base program.

TASK: Ensure any AFMIC capital equipment replacement funds are identified and transferred in FY94 Program to DIA.

OPR: OOC
COLLAB: AIA; AFMIC; ODT
SUSPENSE: 31 JAN 92

TASK: Ensure any existing contract support, funded by AIA/DAMI, remains in place and is transferred to the DIA base in FY94 Program.

OPR: DS
COLLAB: AIA; AFMIC; OOC
SUSPENSE: 31 JAN 92

CATEGORY: Contracts

OBJECTIVE: Maintain contracting support.

TASK: Establish the procurement support process after FY93 if USAMRAA support is not economical and/or physically practical.

OPR: RSQ
COLLAB: OOC; RLE; GC; AFMIC
SUSPENSE: 30 Sep 92

OBJECTIVE: Define the procurement action coordination process for AFMIC to meet current DIA regulations, policy, and procedures.

TASK: Convene a coordination group of DS, RLE, RSQ, OOC, GC, and AFMIC to define specific coordination procedures required by AFMIC prior to processing procurement/contracting actions, particularly, Advanced Acquisition Plans, Agency Competition Advocate reviews, General Counsel reviews, and Directorate for Information Systems Services Coordination.

OPR: RSQ
COLLAB: RLE; OS; DS; OOC; GC; AFMIC
SUSPENSE: 15 Dec 92

CATEGORY: Training

OBJECTIVE: Provide training support by DIA to AFMIC personnel.

TASK: Obtain support agreement from host CPO that they will continue to permit AFMIC personnel to attend on-post courses on a cost reimbursable basis.

OPR: RDT
COLLAB:
SUSPENSE: 31 Jan 1992

TASK: Establish a funding line from the existing AFMIC budget to support the training of AFMIC employees. A plan of execution by fiscal year for training should be submitted to RDT for review and approval.

OPR: OOC
COLLAB: RDT; AFMIC
SUSPENSE: 31 Jan 1992

TASK: Obtain forecast of FY92-94 training requirements for AFMIC personnel.

OPR: RDT
COLLAB:
SUSPENSE: 31 Jan 1992

TASK: Determine the best method for the processing and approval of training requests (DD Form 1556).

OPR: RDT
COLLAB: AFMIC; ODT
SUSPENSE: 1 Jan 92

TASK: Identify to RDT an individual within AFMIC who will act as a training focal point for all requests for training per DIA Regulation 24-1.

OPR: AFMIC
COLLAB: RDT; ODT
SUSPENSE: 1 Jan 92

CATEGORY: Change of Command

OBJECTIVE: Determine the process for the rating and approval of Army OERs, Navy fitness reports, and Air Force OPRs for officers assigned as Director, AFMIC. The determination of appropriate rating scheme should be included in the final draft of the DoD Directive (DoDD 6420.1) which sets policies and procedures for AFMIC. The concept of this objective is to ensure that the Director of AFMIC is rated by the DIA/ODT and the appropriate procedures are established to "senior rate" the Director of AFMIC at the highest possible level within DIA.

TASK: Ensure that appropriate provisions for the rating of the Director of AFMIC are included in AFMIC's draft DoD Directive.

OPR: AFMIC/ZA
COLLAB: ODT
SUSPENSE 28 Feb 92

OBJECTIVE: Determine if a formal assumption of command ceremony would be appropriate to signify DIA's assumption of authority and responsibility for the management and administration of AFMIC. Plan and implement this ceremony, if appropriate.

TASK: Discuss the preferences of officials in DIA, Army, and AFMIC for a change of command ceremony.

OPR: ODT-3
COLLAB: AFMIC/ZC
SUSPENSE: 6 Dec 91

TASK: If a change of command ceremony is approved, prepare a plan and brief DIA/ODT on the details of the proposed ceremony.

OPR: AFMIC/ZA
COLLAB: ODT-3
SUSPENSE: 31 Dec 91

TASK: Conduct a change of command ceremony.

OPR: AFMIC/ZA
COLLAB: ODT; DR
SUSPENSE: 31 Jan 92

TASK: Prepare a press release announcing the change of command for the local Frederick papers.

OPR: AFMIC/ZA
COLLAB: COS-2
SUSPENSE: 31 Jan 92

TASK: Determine if DIA's seal should be displayed outside the AFMIC building.

OPR: COS
COLLAB: AFMIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Update DoD Directive 6420.1 and the DoD Regulation 6420.IR, which describe the policies and procedures for the management of AFMIC.

TASK: Meet with the AFMIC Interdepartmental Advisory Panel to discuss the need for and the process of updating the AFMIC directive and regulation. Discuss the timing and the process by which these documents should be coordinated.

OPR: AFMIC/ZA
COLLAB: ODT
SUSPENSE: 21 Nov 92

TASK: Receive inputs from IAP members regarding recommended changes to the directive. Prepare a new draft directive, which incorporates recommendations. Distribute the draft directive to IAP members for coordination.

OPR: AFMIC/ZA
COLLAB: ODT
SUSPENSE: 1 May 92

ADDITIONAL NOTES

MILITARY PERSONNEL

In the Interservice Support Agreement, housing for enlisted and married personnel; use of dining hall to include issue of meal cards; clinic/sick call support, and all standard military services need to be addressed to cover support of all military personnel assigned to AFMIC.

Processing of awards and decorations for AFMIC personnel needs to be clarified.

Nominative billets need to be looked at down the road with regards to whether any billets should be nominative and if so, which ones.

Joint Duty Assignment (JDA) designation must be considered. Currently the Air Forces positions are not designated as joint duty, but are assigned under the Pentagon. In addition, none of the authorizations for any of the AFMIC field grade officer positions are coded as JDA billets. Once they are placed under DIA, some of the billets can be designated as JDA since DIA can designate fifty percent of their overall field grade billets (major through colonel) as JDA.

ARMY ISSUES:

1. No skills training is currently being done for enlisted personnel to include common task training. Who will provide this training?
2. Who will Standard Installation/Division Personnel System (SIDPRS) reports be processed through? They are currently being sent to Walter Reed Army Medical Hospital.
3. Who will provide quotas for primary leadership training, NCO courses, and other mandatory Army level training?
4. All Officer Effectiveness Reports on majors and above will have to go to DIA for senior Army review at a minimum. There are seven majors and one lieutenant colonel. [REDACTED] the deputy director, is rated by the director and his report will have to be senior rated by someone in DIA.

NAVY ISSUES:

1. The Reporting Senior for all Navy reports is the Director of AFMIC. Procedures will be established, in accordance with DIA policies, for processing of the reports. (The Navy Office of the Surgeon General's position is that if the Director, AFMIC, is not Navy, a senior Navy official in DIA will review Navy Fitness Reports

prior to signature by the Director, AFMIC. That office also desires to establish the "senior rate" of the Director, AFMIC as either the Director, DIA, or the senior officer within DIA from the same service as the Director, AFMIC.)

AIR FORCE ISSUES:

1. The Senior Rater for all Air Force officers will be DI. There are four Air Force officers.

2. Once the Air Force positions are transferred under DIA, they will be managed at the Air Force Military Personnel Center by the Joint Duty Assignment Office. RHR-3 must ensure that this office is aware of the transfer of billets for management purposes. In addition, personnel must be placed under a new PASCODE. DIA currently has some extra PASCODES not currently being used. DIA may be able to use one of them for the Air Force AFMIC personnel.

PRODUCTION

The scheduled production program, as documented in DIAM 75-1, was considered in our deliberations. It was judged that the process does not need any major change at this time, but rather will serve as a stabilizing influence if we do implement the transfer of AFMIC to DIA. The tasking process, as documented in the "Catalog of Approved Scientific and Technical Intelligence Tasks," will allow us to document all of the non-DIA tasked production and support activities currently assigned to AFMIC. The scheduling process will permit continuity in the production program, and, as a result, hard copy production should continue without interruption. Although provisions for handling quick reaction requirements and quick reaction tasking are deemed adequate, there is some adjustment, addressed in the production portion of the contingency transfer plan to ensure DIA knowledge of AFMIC activities is realized, while still keeping AFMIC interface with consumers in tact.

It is recognized that DIAM 75-1 will need to be updated. In the mean time, immediate changes needed to implement the transfer of AFMIC resources to DIA can be accomplished through policy correspondence.

INFORMATION SERVICES

There are a number of functions within Information Services that DS is currently performing and will continue to perform for AFMIC as it transitions under DIA control. Those specific functions follow:

a. PRINTING for AFMIC Products with a DIA Cover: DS provides graphic design and printing support of AFMIC products with a DIA cover (e.g., recurring studies, large format reference aids) which come from AFMIC camera ready. There are approximately 1-3 publications per month, ranging from 500-900 copies each. AFMIC has reproduction capabilities for quick turnaround, short study initiatives which are products that are usually 30 pages in length, black & white and which require around 200 copies. It is recommended that both DIA and AFMIC continue in these functions.

b. DISSEMINATION of AFMIC Products with a DIA Cover: DS prepares the distribution lists for these products and disseminates them to consumers on the distribution lists. Approximately 50 distribution lists are created annually for AFMIC. DS will continue this function.

c. VISUAL AIDS SUPPORT: A significant amount of the vugraph, 35mm and other visual aid support to AFMIC is currently provided by DS. AFMIC also produces vugraphs on the various MacIntosh systems that they have for quick turnaround. It is recommended that both DS and AFMIC continue with these operations.

d. PHOTOPROCESSING AND REPRODUCTION: DS provides photoprocessing support to AFMIC in the form of special production products (e.g., 10x12 Black & White (B&W) prints, 20x24 B&W prints, 30x40 B&W prints), color processing (e.g., 35mm color slides, 30x40 color prints) and precision processing (e.g., B&W duplication of aerial missions, 1:1 roll collateral duplication). DS provided over 60,000 photo products to AFMIC over the last 2 years. AFMIC is also a customer of the DS video optical disk system. DS will continue to provide this support.

e. COPIERS: AFMIC has 4 copiers which they own and maintain. It is recommended that this continue but, for the long term, consideration should be given to looking at the DS "Cost-Per-Copy" program which bases costs solely on the copies produced. Maintenance and incorporation of new copier technology are included within the contract at no extra cost.

f. LIBRARY SUPPORT: AFMIC operates and maintains its own reference support services interacting with the DIA library and receiving Intelligence Information Reports (IIRs) and enclosures from DIA. AFMIC will continue with this function.

g. TRANSLATION SERVICES: AFMIC is provided translation services via use of MIPRs to FSTC, DIA and FTD. This function should be maintained through the initial transition but, for the long term, these services could be obtained from the current DS translation contract.

h. FREEDOM OF INFORMATION ACT (FOIA) REQUESTS: AFMIC receives about 10 FOIA requests annually. Although it does not affect the transition, future FOIA requests should be directed to the DIA FOIA office.

The above functions should have no adverse impact on the service provided by AFMIC as it transitions to control by DIA. Enhancements to these services can be obtained as DS implements initiatives, such as JWICS and Electronic Publishing System (EPS), where data can be digitally transmitted to DIA and all printing and dissemination services can then be provided by DS.

AUTOMATIC DATA PROCESSING

The Automatic Data Processing (ADP) network and communications infrastructure of AFMIC is in the process of evolution. AFMIC is provided some data processing and communications support by the Foreign Science and Technology Center at Charlottesville. This support is primarily the capability to access data bases at DIA and FSTC. All other support is organic to AFMIC. AFMIC's data processing and communications support is provided by two civilians (one GS-334-11 computer systems analyst and one GS-334-12 computer systems analyst) and one military (Army O4).

AFMIC's existing hardware base consists of approximately 115 personal computers (approximately 35 Apple computers and 80 Disk Operating System (DOS) 286/386 based machines) and one SUN 4/370 provided by the ASAP project. The Apple computers are used to provide visual aide support. The computers currently operate in a stand-alone environment. All hardware and software necessary to implement a local area network capability is in place. AFMIC is awaiting the Army Deputy Chief of Staff Intelligence (DSCINT) security approval to interconnect the computers.

Current communications capabilities include dedicated terminal connections to the CIRC data base at the Foreign Technology Center at Wright-Patterson Air Force base in Dayton, Ohio, the Community On-line Intelligence Network System (COINS) at the National Security Agency, and a collateral connection to the Defense Technical Information Center (DTIC). Network connectivity is provided via a circuit to FSTC. The FSTC circuit allows for access to the mainframe computer at FSTC for message handling support and to the Defense Data Network for access to DIA data bases.

Planned local area network capabilities will be provided on a fiber optic ethernet facility. Novell Netware 386 will be resident on three file servers. It is anticipated that all 115 workstations will be networked in a SCI system-high environment. Each workstation will support Wordperfect 5.1, and dBase 3 plus or 4. There is a very small requirement for a spread sheet application, and the requirement for a graphics package is being investigated (they are satisfied with the Apples' capabilities). AFMIC is planning to use CCMail as its electronic mail product. They are also in the process of selecting a data base management system. Army Intelligence Agency selected Oracle as its data base management system.

There is very little programming support provided to the AFMIC functional users. The AFMIC Information Services Division provides systems level care and feeding services. Hardware support is provided via the Department of Defense Intelligence Information System (DODIIS) Single Service Logistic Support Contract (SSLSM).

Through the SSLSM, DAMI-AM funds two man years of effort for AFMIC. AFMIC also receives one man-day a week of hardware software support from Army Intelligence Agency. Both the SSLSM and AIA contact support are critical to AFMIC's Information Services Division mission. (Army non-concurs and recommends DIA SSLSM Control Officer take over on 1 January 1992.)

The ADP and communications facilities necessary to effect a smooth transition of AFMIC into the Defense Intelligence Agency are in place. AFMIC has planned the implementation of a local area network and its connection to the Department of Defense Intelligence Information System. This planning affords the opportunity for an orderly transition to the DIA information system infrastructure.

MISSILE AND SPACE INTELLIGENCE CENTER

CATEGORY: Finance and Payroll

OBJECTIVE: Revise all MSIC Memoranda of Agreement (MOA) and Memoranda of Understanding (MOU) that currently exist to reflect the subordination of MSIC to DIA.

TASK: Inform all Departments/Defense Agencies by message that existing MOA/MOU documents referencing MSIC will be changed to reflect the reorganization under DIA and that draft documents are being coordinated.

OPR: ODT
COLLAB: DCSINT; MSIC
SUSPENSE: 1 Jan 92

TASK: Update existing MOA and MOU documents and staff for coordination between Departments.

OPR: ODT
COLLAB: DCSINT; MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Transfer the GDIP Expenditure Unit (EU) for MSIC to the DIA Production Expenditure Center as a separate DIA EU. Transfer will be included in the FY93-97 Budget/Congressional Budget Justification Book (CJB).

TASK: Work with the GDIP Staff to ensure all resources currently programmed for MSIC are maintained in a separate DIA EU.

OPR: OOC
COLLAB: ODT; GDIP Staff; MSIC; DS
SUSPENSE: 1 Jan 92

OBJECTIVE: Ensure that funded Army GDIP initiatives that contain resources for MSIC are functionally transferred to DIA.

TASK: Identify the MSIC share of the resources within those projects for transfer to DIA. Specific functional areas of concern are the foreign materiel program, automation life cycle replacement, and automation maintenance.

OPR: ODT
COLLAB: MSIC; GDIP Staff; Army; (DAMI/AIA HQ); OOC; DS
SUSPENSE: 1 Apr 92

OBJECTIVE: Ensure that currently unfunded MSIC resource and long-range program requirements are separated from existing Army production (AIA) initiatives and submitted to DIA.

TASK: Identify the MSIC portion or slice of previously submitted Army production requirements and ensure they are submitted to DIA for consideration. Specific functional areas of concern include automation maintenance, automation life-cycle replacement, and civilian pay shortfalls.

OPR: ODT
COLLAB: AIA HQ; MSIC; OOC; DS
SUSPENSE: 31 Dec 91

OBJECTIVE: Provide uninterrupted fiscal resource support to the MSIC mission upon final Congressional enactment of functional transfers.

TASK: Issue a Military Interdepartmental Purchase Agreement (MIPR) to the Department of the Army (INSCOM-OA-25) to provide funds reimbursement for all MSIC FY 1992 obligations incurred from 1 October 1991 to 31 December 1991. These funds will be appropriately allocated between MSIC direct operations and the MSIC Executive Agent reimbursable operation.

OPR: OOC
COLLAB: MSIC; INSCOM
SUSPENSE: 1 Jan 92

TASK: Issue separate funding to the Department of the Army for continuation of MSIC direct operations and for reimbursable operations under the Executive Agent responsibility for the period 1 January - 30 September 1992.

OPR: OOC
COLLAB: MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Ensure that the Department of the Army continues to maintain standard base level operation support required for DIA finance and accounting services identical to those previously provided MSIC as an Army activity.

TASK: Provide installation commander funds for all mission requirements not identified as base level operations for the purpose of supporting MSIC.

OPR: OOC
COLLAB: MSIC
SUSPENSE: 1 Jan 92

TASK: MSIC continue to execute certifying authority and implementation of DIA approved programs.

OPR: OOC
COLLAB: MSIC; MICOM
SUSPENSE: Ongoing

TASK: Ensure the Installation Finance and Accounting Office (F&AO) continues to provide accounting services for DIA.

OPR: MICOM
COLLAB: OOC; MSIC
SUSPENSE: Ongoing

OBJECTIVE: Provide consolidated Department level accounting reports to the Defense Finance and Accounting Service, (DFAS) Washington.

TASK: MICOM F&AO will provide DIA copies of the monthly financial reports generated for the Department of Army. DIA will consolidate all financial data and prepare the required Department of Defense Reports.

OPR: OOC
COLLAB: MSIC; MICOM
SUSPENSE: Feb 92

OBJECTIVE: DIA Comptroller chair a counterpart working group to determine appropriate resources to be transferred via congressional appropriations from the DCSINT to DIA for MSIC operations in FY92 and determine the outyears for FY93-FY97 Program Budget Decision (PBD) transfers.

TASK: Arrange a meeting with DCSINT resource staff to determine allocation of manpower and appropriations detail to effect the MSIC transfer to DIA.

OPR: OOC
COLLAB: DCSINT; ODT
SUSPENSE: 30 Dec 91

TASK: DIA must be prepared to create a reimbursable ISA for Department of the Army to continue support or DIA must provide that support. (For example, at this time FY92 non-reimbursable support is \$2,715,631 and reimbursable support is \$374,132. By FY94-FY97, cost will exceed \$3.4 million, all reimbursable.) FY92/93 must be based on current funding policy, and DIA will provide funding in both years for items MSIC budgeted for. Changes in policy for

funding responsibility will depend on funding transfers from Army in the FY94 Program.

OPR: OOC
COLLAB: DCSINT; ODT; MSIC; INSCOM
SUSPENSE: 1 Apr 92

OBJECTIVE: Funding for Foreign Materiel Exploitation (FME) projects.

TASK: Identify requirements and assist the Department of the Army to ensure adequate funding for current and future FME projects. Ensure timely and full funds availability to MSIC for all projects which have been approved by the Foreign Materiel Review Board.

OPR: AIA
COLLAB: ODT; MSIC; AIA
SUSPENSE: 1 Jan 92

CATEGORY: Logistics, Interservice Support Agreement

OBJECTIVE: Arrange for uninterrupted logistical support and maintenance of all MSIC facilities and personnel.

TASK: Verify the support required on the ISA by MSIC.

OPR: RLE-2
COLLAB:
SUSPENSE: 26 Nov 91

TASK: Verify the support capable of being provided by the Host.

OPR: RLE-2
COLLAB:
SUSPENSE: 15 Dec 91 (if no major new requirements)

TASK: Verify the dollar amounts needed to pay for required support and the correct fund citation.

OPR: RLE-2
COLLAB: OOC-2
SUSPENSE: 1 Feb 92

TASK: Execute a new Interservice Support Agreement to provide all required support to MSIC.

OPR: RLE-2
COLLAB: OOC; MSIC; MICOM
SUSPENSE: 15 Feb 92

TASK: Provide all DIA logistics manuals and regulations to MSIC.

OPR: RLE-2
COLLAB:
SUSPENSE: 26 Dec 91

OBJECTIVE: Property Book Accountability.

TASK: MSIC will retain Property Book accountability as a subset of DIA's book. MSIC will provide the initial inventory to DIA and an annual update thereafter. DIA regulations will prevail when processing Reports of Survey. RLE-2 will provide specific written procedures.

OPR: RLE-2
COLLAB: MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Define the signature authority on MOA/MOU's. Within DIA, these documents are signed by the Director.

TASK: Obtain a policy decision from the Director, DIA. Over 40 MOA/MOU's (not including CROSSBOW) exist at MSIC. A policy decision on the signature level is needed. Because MSIC is a geographically separated unit, the decision could be based on the level of responsibility defined in the MOA/MOU.

OPR: DR
COLLAB: ODT; MSIC
SUSPENSE: 15 Dec 91

TASK: Based on the decision reached, re-accomplish all MOA/MOU's or send a letter to all parties to identify the new command as DIA vice DA.

OPR: MSIC
COLLAB: COS
SUSPENSE: TBD

OBJECTIVE: Define the approval level of any MSIC facility construction or renovations.

TASK: Define approval levels and procedures/documentation to obtain such approval, including funding.

OPR: RLE-1
COLLAB: OOC
SUSPENSE: 15 Dec 91

OBJECTIVE: Review the status of the Missile Command Foreign Intelligence Division (FID). FID has 20 personnel residing in building 4505 using 2100 sq. ft. MSIC provides services of printing, audio-visual, mail, expendable supplies, communication, etc. at the SCI level. This issue should be reviewed annually as long as the status quo is maintained.

TASK: Concur/non-concur with FID presence in MSIC.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 1 Jan 92

TASK: Concur/non-concur with an annual charge to FID of \$25,000 for services provided by MSIC.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 1 Jan 92

CATEGORY: Manpower and Force Structure

OBJECTIVE: Identify MSIC's current authorized staffing level.

TASK: Provide MSIC with a formal, approved Table of Distribution and Allowances.

OPR: AIA
COLLAB: MSIC
SUSPENSE: 20 Dec 91

OBJECTIVE: Move MSIC into the DIA management and organizational structure.

TASK: Assign the MSIC structure to DIA's Office of Scientific and Technical Intelligence.

OPR: ODT
COLLAB: RHR; OOC
SUSPENSE: 1 Jan 92

TASK: Establish the MSIC manpower authorization in the DIA Manpower Data Base in sufficient detail to generate a DIA Joint Table of Distribution.

OPR: RHR
COLLAB: MSIC; OOC
SUSPENSE: 1 Jan 92

TASK: Develop Joint Manpower Program (JMP) formats and forward a revised DIAJMP to the JCS/J-1 for approval.

OPR: RHR
COLLAB: MSIC; OOC
SUSPENSE: 31 Mar 92

TASK: Provide DIA manpower and force structure information and standards to MSIC to permit the MSIC Director and ODT to effect organizational changes to the MSIC structure.

OPR: RHR
COLLAB: OOC
SUSPENSE: 1 Jan 92

TASK: Assess the possibility of restoring 1 RDT&E manpower billet to the MSIC TDA in FY94 (and out) for transfer to DIA. This billet is not included in the FY92 TDA total.

OPR: AIA
COLLAB: MSIC; INSCOM; OOC
SUSPENSE: 15 Mar 92

TASK: Assure that 6 manpower billets and civilian pay funds, programmed into the GDIP for "Rest-of-World" analysis, are forwarded to MSIC for transfer to DIA. These billets are counted in MSIC's [REDACTED] TDA total for FY92.

OPR: RHR
COLLAB: OOC; MSIC; INSCOM; AIA
SUSPENSE: 15 Mar 92

OBJECTIVE: Determine the organizational level at which support functions currently being accomplished by MSIC's Administrative Operations Division (and/or other MSIC elements) are to be performed in the future.

TASK: Identify those support functions which should be specifically accomplished by, or in direct coordination with, other DIA elements; identify specific DIA elements affected.

OPR: RHR
COLLAB: MSIC
SUSPENSE: 28 Feb 92

TASK: Effect the transfer of responsibility for the accomplishment of appropriate support functions from the MSIC staff to other DIA elements.

OPR: RHR
COLLAB: MSIC; OOC
SUSPENSE: 31 Mar 92

OBJECTIVE: Maintain effective liaison and coordination with the National Security Agency (NSA).

TASK: Assess the possibility of transferring AIA's NSA Liaison Representative position to MSIC. [REDACTED]
[REDACTED] Originally, MSIC maintained liaison with NSA via a military MSIC employee. Function was moved to AIA and, thereafter, accomplished by a civilian employee.)

OPR: AIA
COLLAB: ODT; MSIC; AIA
SUSPENSE: 1 Jul 92

CATEGORY: Civilian Personnel

OBJECTIVE: Maintain an effective civilian personnel program for MSIC in the near term.

TASK: Enter into an Interagency Support Agreement (ISA) with Redstone Arsenal not to exceed FY 92.

OPR: RHR
COLLAB: ODT; RLE; RSA
SUSPENSE: 29 Dec 91

TASK: Obtain appropriation code information for insert on SF-50.

OPR: RHR
COLLAB: ODT; OOC
SUSPENSE: 29 Dec 91

TASK: Prepare and deliver employee briefings for MSIC personnel.

OPR: DP
COLLAB: MSIC
SUSPENSE: 29 Dec 91

TASK: Prepare and deliver training for Base Personnel Office on the DIA personnel program.

OPR: RHR
COLLAB: MSIC
SUSPENSE: 29 Dec 91

TASK: Assemble and provide Director, Civilian Personnel, Redstone Arsenal, with a set of personnel regulatory documents.

OPR: RHR
COLLAB: MSIC; CPO
SUSPENSE: 29 Dec 91

TASK: Issue general notice of MSIC transfer to DIA. Notice cites authority for transfer and provides useful summary information for center employees.

OPR: RHR
COLLAB: RDT; MSIC
SUSPENSE: 15 Dec 91

TASK: Issue Mass Transfer Documents in accordance with OPM regulatory policy.

OPR: Post CPO
COLLAB: RHR
SUSPENSE: 1 Mar 92

TASK: Continue to resolution on-going EEO complaints, grievances, adverse actions, and Merit Systems Protection Board appeals in accordance with current Redstone Arsenal procedures.

OPR: Post CPO
COLLAB: RHR; EEO
SUSPENSE: Ongoing

OBJECTIVE: Provide continuing civilian personnel services and support.

TASK: Develop Career Ladders.

OPR: RHR
COLLAB: ODT
SUSPENSE: 30 Sep 92

TASK: Develop a plan to integrate MSIC personnel into the DIA Performance Appraisal System.

OPR: RHR
COLLAB: Post CPO; ODT
SUSPENSE: 15 Feb 92

TASK: Develop Civilian Table of Organization (CTO) and establish a plan for implementation of performance and incentive awards program.

OPR: RHR
COLLAB:
SUSPENSE: 1 Jan 92

OBJECTIVE: Explore the feasibility of establishing a RHR satellite office at Redstone Arsenal with the purpose of providing direct support to MSIC.

TASK: Determine the manpower requirements (number, occupational series, and grade) needed to support a satellite personnel office.

OPR: RHR
COLLAB: MSIC; OOC
SUSPENSE: 30 Mar 92

OBJECTIVE: If approved, staff a satellite operation.

TASK: Recruit and fill newly established positions.

OPR: RHR
COLLAB: MSIC
SUSPENSE: 31 Jul 92

TASK: Train satellite selectees in DIA personnel procedures and programs.

OPR: RHR
COLLAB:
SUSPENSE: 31 Aug 92

OBJECTIVE: Arrange for the conversion of the single MSIC SES authorization and member to DISES.

TASK: Request OSD approval, citing the requirements of the FY92 Authorization Bill.

OPR: RHR-5
COLLAB: MSIC
SUSPENSE: 29 Dec 92

CATEGORY: Military Personnel

OBJECTIVE: Move authorizations and personnel from Army's manpower documents to DIA's manpower documents for those functions that are agreed upon between DIA and INSCOM. This includes active duty and reserve authorizations.

TASK: Transfer manpower authorizations from Army to DIA.

OPR: J-1
COLLAB: RHR-1; OOC-5
SUSPENSE: 1 Apr 92

TASK: Change the Unit Identification Code (UIC) for MSIC Army personnel to DIA's UIC.

OPR: RHR-3
COLLAB: MSIC
SUSPENSE: 1 Mar 92

TASK: Establish paragraph/line numbers for manpower authorizations and JTDRNs on DIA's manpower document.

OPR: RHR-1
COLLAB: OOC-5
SUSPENSE: 1 Mar 92

OBJECTIVE: Revalidate the Interservice Support Agreement with Redstone Arsenal for Army personnel assigned to MSIC.

TASK: Reevaluate the support agreement to continue Redstone Arsenal's support for some finance actions, morale welfare and recreation, dormitory, and Uniform Code of Military Justice (UCMJ) authority for enlisted personnel.

OPR: MSIC
COLLAB: RHR-3
SUSPENSE: 1 Apr 92

OBJECTIVE: Assume responsibility for filling of vacant and projected vacant military authorizations.

TASK: Notify DIA of all outstanding requisitions and projected vacant positions.

OPR: MSIC
COLLAB: AIA
SUSPENSE: 1 Jan 92

TASK: Contact the Army to validate status of filling requisitions which were already forwarded to the Army for fill action.

OPR: RHR-3
COLLAB: MSIC
SUSPENSE: 1 Feb 92

OBJECTIVE: Convert a civilian authorization to a military E-7 Explosive Ordinance (EOD) position. AIA agreed to take a civilian position from MSIC and trade it for a military position from ITAC. The position must then be converted from an MOS 96B to an MOS 55D.

TASK: Validate that AIA is in fact switching the authorizations between MSIC and ITAC through the manpower process.

OPR: RHR-3
COLLAB: AIA
SUSPENSE: 15 Dec 91

TASK: Determine if a position can be switched between DIA and MSIC if required. The civilian rating is GS-12.

OPR: RHR-3
COLLAB: RHR-1
SUSPENSE: 15 Dec 91

TASK: Change the MOS on the military position to ensure the position is MOS 55D and grade is E-7.

OPR: RHR-3
COLLAB: RHR-1; MSIC; ODT
SUSPENSE: 31 Dec 91

TASK: Fill the billet with a qualified EOD specialist.

OPR: PERSCOM
COLLAB: RHR-3; MSIC
SUSPENSE: ASAP

CATEGORY: Security

OBJECTIVE: Identify the disposition of the five military personnel assigned to perform special security office functions within the MSIC security office.

TASK: Ensure the five military personnel currently assigned to MSIC are transferred with MSIC to DIA.

OPR: RHR
COLLAB: MSIC; OSC
SUSPENSE: 15 Dec 91

OBJECTIVE: Civilianize the Special Security Office (SSO) positions within MSIC security.

TASK: Identify the procedures and feasibility of converting the five military positions to General Schedule.

OPR: OOC
COLLAB: MSIC; OSC; RHR; DAMI-CI; INSCOM; USAISC; AMC
SUSPENSE: 15 Dec 91

OBJECTIVE: Transfer those services provided by the Army to MSIC/DIA.

TASK: Identify for potential transfer the following services from Army to DIA.

- a. Technical Support Counter Measures (TSCM) - pre-construction surveys, bi-annual TSCM inspections, etc.
- b. Special Security Office (SSO) - billet and document management, facility documentation and inspections, SSO training, SCI control responsibilities, etc.
- c. Preparation and adjudication of Special Background Investigations (SBI).
- d. Operations Security support.
- e. Counterintelligence investigative support, foreign contact, and travel reporting.
- f. Security awareness and education.

OPR: OSC
COLLAB: MSIC; DAMI-CI
SUSPENSE: 15 Dec 91

OBJECTIVE: Provide MSIC with DIA SI and TCS control numbers.

TASK: Identify and transfer SI and TCS control numbers to MSIC.

OPR: DSP-2

COLLAB: MSIC

SUSPENSE: 2 Jan 92

OBJECTIVE: Identify those services provided by the Redstone Arsenal that will remain status quo until such time as the MOA/MOUs are modified or funds are transferred to DIA.

TASK: Revalidate MOAs between organizations for the identified support:

- a. Guard Force - Missile Command (MICOM)
(15 personnel x \$33,409.00 = \$501,135.00)
- b. Communications - Information Systems Command (ISC)
(5 personnel x \$73,000.00 = \$365,000.00)
- c. Building Cleaning Contract - MICOM
(15 personnel x \$5733.00 = \$86,000.00)

OPR: RSQ

COLLAB: OSC; MSIC; OOC; DS; AMC

SUSPENSE: 2 Jan 92

OBJECTIVE: Revalidate those MOAs that provide Special Security support to Major Army Commands.

TASK: Identify support (billet management, facility and ADP advice and assistance, training, etc.) provided by MSIC security for Army which will either require a revalidated MOA or a transfer of funds (i.e., special security support for Information Systems Command, Intelligence and Security Command, Training and Doctrine Command, Forces Command, Missile Command).

OPR: OSC

COLLAB: MSIC

SUSPENSE: 2 Jan 92

OBJECTIVE: Prepare to fund those services for which MSIC has an obligation.

TASK: Identify a source of funding for other services provided by MSIC funds (i.e., alarm maintenance - \$50,000.00, escort services - \$120,000.00, and cleaning services - \$86,000.00).

OPR: OSC
COLLAB: MSIC; OOC; RS-Q
SUSPENSE: 1 Apr 92

OBJECTIVE: Determine the viability of transferring the guard force from a MICOM guard force to a DIA guard force.

TASK: Identify costs associated with paying for 15 guard positions under the DIA contract versus contracting through MICOM for continued services.

OPR: OOC
COLLAB: OSC; MSIC; RHR; AMC
SUSPENSE: 15 Apr 92

OBJECTIVE: Determine the feasibility of converting the MSIC badge system to the DIA system. MSIC and DIA badges can be interchangeable.

TASK: The MSIC badge system will expire by 31 Apr 92. Identify requirements to provide MSIC with a DIA compatible badge system.

OPR: OSC
COLLAB: MSIC
SUSPENSE: 1 Feb 92

OBJECTIVE: Assume contract/contractor support requirements for 81 contracts, 26 contractors, and over 10 facilities.

TASK: Identify those requirements needed to support the DIA SCI contracts/contractors in Huntsville and Redstone Arsenal. Potential may exist to establish a contract support cell at MSIC. Another option may be to enter into an MOA with the INSCOM Contractor Support Detachment, South.

OPR: OSC
COLLAB: MSIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Prepare orders delegating "authorities" to MSIC.

TASK: Identify those "authorities" which can be delegated to MSIC (i.e., Cognizant Security Authority (CSA), Senior Intelligence Officer (SIO), Special Security Officer (SSO), [REDACTED])

OPR: OSC
COLLAB: MSIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Transfer SCI billets from Army to DIA.

TASK: Identify numbers and types of billets which must be transferred and the methodology for transferring billets from Army to DIA. Specifically, the "personal access" billets which were granted based on MSIC representation for Army on various committees needs to be addressed [REDACTED].

OPR: OSC
COLLAB: MSIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Transfer physical security documents to DIA.

TASK: Identify and transfer those physical security documents which must be transferred from Army to DIA. Documents will include the Fixed Facility Checklist, Facility TEMPEST Assessment/Risk Analysis, and other facility accreditation paperwork.

OPR: OSC
COLLAB: MSIC; INSCOM
SUSPENSE: 2 Jan 92

OBJECTIVE: Align MSIC security and SSO under the DIA organization.

TASK: Identify the offices within DIA that MSIC collateral and SCI security will be subordinated to (i.e., billets, facilities, TEMPEST, SAP, documents, etc.).

OPR: OSC
COLLAB: MSIC
SUSPENSE: 2 Jan 92

OBJECTIVE: Provide MSIC a list of recurring reports which are required by DIA.

TASK: Identify reports which are required by DIA which MSIC will be responsible for providing on a recurring basis (billet status reports, special access document inventory's, etc.)

OPR: OSC
COLLAB: MSIC
SUSPENSE: 2 Jan 92

OBJECTIVE: Manage Special Access Programs (SAP) at MSIC.

TASK: Identify the SAPs and provide transitional management and guidance for the handling and retention of them at MSIC. Include guidance on the relationship between MSIC and MICOM as pertains to the MICOM SAPs.

OPR: OSC-PDO
COLLAB: MSIC; MICOM; DAMI-FIT
SUSPENSE: 2 Jan 92

OBJECTIVE: Re-key all STU-IIIs within MSIC.

TASK: Develop a plan to re-key all STU-IIIs within MSIC.

OPR: DSO
COLLAB: MSIC; OSC
SUSPENSE: 2 Jan 92

OBJECTIVE: Convert Defense Courier Service (DCS) accounts from MSIC to DIA.

TASK: Identify and convert those Army peculiar items of the DCS system to DIA (account numbers, addresses, etc.).

OPR: DSP-2
COLLAB: MSIC
SUSPENSE: 2 Jan 92

OBJECTIVE: Maintain two Special Access Program (SAP) Master (or baseline) Billets.

TASK: Transfer to, or acquire from DIA, two Master Billets for access to SAP information.

OPR: OSC-PDO
COLLAB: MSIC; DACS-DMP
SUSPENSE: 1 JAN 92

OBJECTIVE: Determine how to integrate MSIC's special security program administration/accounts with DIA's special security programs.

TASK: Ensure analytical operation involving the data base can continue in an uninterrupted basis; and the national agency's requirements are met; and the MSIC/national authority relationship is not jeopardized.

OPR: OSC-PDO
COLLAB: MSIC; DA
SUSPENSE: 3rd Qtr 92

CATEGORY: Production

OBJECTIVE: Issue guidance to define what a DIA "Field Operating Activity (FOA)" is and how MSIC will function as one within the DIA organization.

TASK: Define the role of MSIC as an FOA to include its organizational structure and the interface of the components of that structure with DIA elements.

OPR: ODT
COLLAB: MSIC; OOC; RHR
SUSPENSE: 15 Dec 91

TASK: Define lines of authority for MSIC and DIA components. Resolve whether there will be a single point of entry between the Director, MSIC, and DIA, as well as the role DIA components will be assigned in supporting MSIC functional areas within MSIC.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 2 Jan 92

TASK: Issue guidance defining the MSIC Director's responsibilities and authority.

OPR: DR
COLLAB: ODT; MSIC
SUSPENSE: 2 Jan 92

TASK: Prepare appropriate correspondence and directives proclaiming the establishment of MSIC as an FOA.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 31 Dec 91

OBJECTIVE: Define and establish functional responsibilities for review and validation of substantive intelligence produced by MSIC, including lines of authority for that review, to posture DIA and MSIC to accomplish their assigned mission.

TASK: Review and revise, if necessary, substantive review procedures for ODT and MSIC.

OPR: ODT
COLLAB: MSIC; ODT-2,3,4
SUSPENSE: 2 Mar 92

TASK: Review the task monitorship role between ODT and MSIC. Determine whether the present structure will remain intact or whether MSIC will assume the task monitor role, to include performing the technical review of Intelligence Production Requirements (IPR) and approving/disapproving them for production under the DoDS&TI Production Program.

OPR: ODT
COLLAB: MSIC; ODT-3
SUSPENSE: 2 Mar 92

OBJECTIVE: Integrate non-scheduled (ad hoc) production and administrative actions into the DIA tasking processes (CAO, JS, DI, etc.).

TASK: Establish procedures to incorporate non-substantive actions assigned to MSIC into the DIA tasking system (CAO). Determine the path these taskings will follow en route to MSIC.

OPR: ODT-A
COLLAB: MSIC; CAO
SUSPENSE: 31 Jan 92

TASK: Establish procedures to incorporate substantive non-scheduled intelligence requirements into the appropriate tasking system (CAO, JS, DI, etc.). Determine the path these taskings will follow enroute to MSIC.

OPR: ODT-A
COLLAB: MSIC; ODT-3; CAO
SUSPENSE: 31 Jan 92

TASK: Establish policy to permit direct analyst-to-consumer interface for short term inquiry type actions.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 31 Jan 1992

TASK: Establish "feedback" mechanism to ODT for taskings received by MSIC, including procedures for handling contentious requirements.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 31 Jan 92

OBJECTIVE: Ensure continued, uninterrupted support to Service S&T intelligence needs.

TASK: Develop procedures to ensure continued support to Service consumers and provide a mechanism for ODCSINT/ACSI's to express disparate views.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 31 Mar 92

OBJECTIVE: Update the CROSSBOW-S Committee charter, the Executive Committee on Threat Simulators charter and the DoD policy letter which describes policies and procedures for the threat simulator development program.

TASK: Request approval to make "pen and ink" changes to existing documents identifying transfer of CROSSBOW-S and TSPO from Army to DIA.

OPR: MSIC/X
COLLAB: OSD DDR&E
SUSPENSE: 1 Jan 92

TASK: Prepare correspondence identifying changes for distribution to CROSSBOW-S participants.

OPR: MSIC/X
COLLAB:
SUSPENSE: 10 Jan 92

OBJECTIVE: Determine future relationships for DoD and Army programs currently under MSIC's cognizance, to include membership in National/DoD committees.

TASK: Review current CROSSBOW-S relationships between OSD, DIA, Army, and MSIC with specific emphasis on redesignating executive agent for the program and documenting DIA/MSIC support to the program either by MOA/MOU and/or DIA S&T Intelligence Task Units (DIA Form 424-1).

OPR: ODT
COLLAB: ODT-2; Army; MSIC
SUSPENSE: 28 Feb 92

TASK: Review requirements for MSIC support to the Threat Simulator Project Office (TSPO) with emphasis on determining the level of that support. Document MSIC support using DIA Form 424-1, if this support is to continue.

OPR: MSIC
COLLAB: ODT; Army
SUSPENSE: 28 Feb 92

TASK: Identify, review, and document MSIC support of customer funded programs via MOA/MOUs and/or DIA Form 424-1s, as appropriate.

OPR: MSIC
COLLAB: ODT-3
SUSPENSE: 28 Feb 92

TASK: Identify National/DoD committee membership held by MSIC personnel. Determine where Army membership is affected due to the transfer of MSIC to DIA, as well as instances where dual membership between DIA and MSIC currently exists. Resolve issues of duplicative membership, when appropriate, by assigning responsibility to either DIA or MSIC. Provide time to transition membership back to Army in instances where MSIC has provided Army representation.

OPR: MSIC
COLLAB: ODT; INSCOM; OOC
SUSPENSE: 31 Jan 92

TASK: Provide for technical representation at the Joint Proforma Center (JPC) to assist in proforma analyses. Current AIA representative to the JPC has been working Army operational Proforma in addition to S&TI issues.

OPR: ODT-3B
COLLAB: AIA; MSIC; JPC; INSCOM
SUSPENSE: 1 Jul 92

OBJECTIVE: Develop means to pass bulk substantive and administrative documents between MSIC and DIA.

TASK: Investigate the feasibility of transferring hard copy material between DIA and MSIC via electrical means (e.g., DSNET). Determine the need for courier service between Washington and Huntsville to facilitate rapid movement of this material as an interim measure.

OPR: DS
COLLAB: ODT-A
SUSPENSE: 31 Jan 92

OBJECTIVE: Ensure MSIC access to DoDS&TI Production Management System data files resident on SAFE.

TASK: Ensure the capability for MSIC access to SAFE is operational.

OPR: DS
COLLAB: ODT-3; MSIC
SUSPENSE: 31 Dec 91

TASK: Establish User Identification, passwords, and authorize MSIC production control personnel access to the STIPROC files in the SAFE production module.

OPR: DS
COLLAB: ODT-3; MSIC
SUSPENSE: 31 Dec 91

OBJECTIVE: Ensure imagery support, presently provided by the Army, is provided by DIA after the transfer of MSIC to DIA occurs.

TASK: Identify and assume imagery support to include immediate readout and tasking of priority targets in MSIC's mission area (both recurring and ad hoc coverage) that is currently being provided by the U.S. Army Intelligence Threat and Analysis Center (ITAC).

OPR: ODX
COLLAB: MSIC; ITAC; ODT-3B
SUSPENSE: 31 Dec 91

OBJECTIVE: Document Army requirements not presently articulated in the DoDS&TI Production Program.

TASK: Develop Intelligence Production Requirements (IPRs) or other suitable requirements documentation for desired S&TI support that is affected by the transfer of MSIC to DIA.

OPR: Army
COLLAB:
SUSPENSE: TBD

OBJECTIVE: Integrate all continuing programs that MSIC supports into the "Catalog of Approved Scientific and Technical Intelligence Tasks (CAST)."

TASK: Prepare draft Task Units (DIA Form 424-1) on non-DIA tasked support.

OPR: MSIC
COLLAB: ODT-3
SUSPENSE: 31 Jul 92

CATEGORY: Information Services

OBJECTIVE: Develop an ADP and communications plan to facilitate the integration of the MSIC information processing services into the DIA infrastructure.

TASK: Ensure the MSIC high performance scientific computer (HPSC) acquisition effort is supported by Department of the Army until the contract is awarded. Post award administration of the contract should be transferred to DIA. Provide DODIIS access to the HPSC, specifically Department of the Army access requirements must be satisfied.

OPR: MSIC
COLLAB: RSQ; DS; AIA
SUSPENSE: 31 DEC 92

TASK: Ensure existing communications capabilities remain in place during the transition. The unique system high compartmentation of the MSIC local area network must be resolved to allow MISC connectivity to DIA.

OPR: OSC
COLLAB: DS; MSIC
SUSPENSE: 2 JAN 92

TASK: Effect an interface between the MISC electronic mail system (PC NFS Lifeline Mail V1.00) and DIA's Higgins electronic mail system.

OPR: DS
COLLAB: MSIC; OOC
SUSPENSE: 31 JAN 92

TASK: Provide an electronic interface for the transmission and receipt of AUTODIN record message traffic for MSIC.

OPR: DS
COLLAB: MSIC
SUSPENSE: 31 JAN 92

TASK: Ensure the current MSIC plans to implement a T1 communications line continue to be funded either by AIA or DIA. MSIC supports continued AIA management of this line and wants to have access to it.

OPR: DS
COLLAB: OOC; AIA; MSIC
SUSPENSE: 31 JAN 92

OBJECTIVE: Transfer MISC FY93 O&M and procurement dollars to the DIA base program.

TASK: Identify \$2 million (per year) of capital equipment replacement funds for MISC. MSIC had programmed the dollars. The AIA consolidation absorbed these dollars, and funding depends on transfer from Army in the FY94 Program.

OPR: OOC
COLLAB: AIA; MSIC; ODT
SUSPENSE: 31 JAN 92

TASK: Determine what contract support is funded by AIA/DAMI, and, if continued, ensure associated funds remain in place for transfer to the DIA base program in FY93. (AIA currently provides \$600K per year of contract support to MSIC.)

OPR: DS
COLLAB: AIA; MSIC; OOC
SUSPENSE: 31 JAN 92

OBJECTIVE: Ensure the printing of selected collateral and all unclassified S&T products generated by MSIC. These type products are currently printed by the field printing office as part of base support (MICOM).

TASK: For FY92, continue base support for printing of these MSIC products.

OPR: RLE
COLLAB: MSIC; DS
SUSPENSE: 31 JAN 92

TASK: For FY93, assess cost effectiveness of continued base support vice digitally transmitting these MSIC products to DIA for printing and dissemination.

OPR: DS
COLLAB: MSIC
SUSPENSE: 30 JUL 92

OBJECTIVE: Ensure maintenance support for printing and photography equipment currently provided for by base contract with MICOM.

TASK: For FY92, continue maintenance support from base contract for printing and photographic equipment.

OPR: RLE
COLLAB: MSIC; DS
SUSPENSE: 31 JAN 92

OBJECTIVE: Ensure authority for release of MSIC documents and intelligence materials to contractors is assigned to DIA. MICOM (Foreign Intelligence Division) currently has the authority.

TASK: Transfer authority for contractor releasability to DIA from MICOM (FID).

OPR: DS
COLLAB: MSIC; FID
SUSPENSE: 15 FEB 92

OBJECTIVE: Ensure support for photoprocessing services, such as black and white prints, 35 millimeter (mm) slides, etc. that are provided as part of base support by MICOM.

TASK: For FY92, continue base support for photoprocessing services to MSIC by MICOM.

OPR: RLE
COLLAB: DS; MSIC
SUSPENSE: 31 JAN 92

TASK: For FY93, assess feasibility and cost effectiveness of the DS photo lab providing these services.

OPR: DS
COLLAB: MSIC
SUSPENSE: 30 JUN 92

OBJECTIVE: Ensure support for translation services related to S&T intelligence obtained through the Foreign Materiel Exploitation (FME) program. Funding is currently provided by AIA.

TASK: For FY94, seek transfer of designated Foreign Materiel funds from AIA program to DIA program. FY92/93 funds cannot be transferred.

OPR: OOC
COLLAB: MSIC; AIA
SUSPENSE: 31 JAN 92

OBJECTIVE: Ensure dissemination to MSIC of appropriate regulations, documents, forms, and other administrative correspondence.

TASK: Provide MSIC with a complete set of DIA regulations and manuals.

OPR: DS
COLLAB: MSIC
SUSPENSE: 15 Dec 91

TASK: Add MSIC to distribution for all DIA administrative publications and correspondence.

OPR: DS
COLLAB: MSIC
SUSPENSE: 1 Jan 92

CATEGORY: Contracts

OBJECTIVE: Provide continuity of contracting support on-site.

TASK: Ensure the continuation of the Interservice Support Agreement with MICOM for contracting support.

OPR: RLE
COLLAB: RSQ; MSIC; MICOM; OOC
SUSPENSE: 1 Jan 92

TASK: Ensure the continuation of the High Performance Scientific Computer acquisition through the MICOM Acquisition Center.

OPR: RSQ
COLLAB: DS; MSIC; MICOM; OOC
SUSPENSE: 1 Jan 92

TASK: Ensure the continuation of the FY92 Special Access Program acquisitions through the MICOM Acquisition Center.

OPR: OSC
COLLAB: MSIC; MICOM; OOC; DS
SUSPENSE: 1 Jan 92

TASK: Determine the policy and procedures for the Threat Simulator Project Office's contract programs.

OPR: MSIC
COLLAB: RSQ; OOC; DS; DA
SUSPENSE: 15 Jan 92

TASK: Review the adequacy of the Interservice Support Agreement to determine if service is satisfactory and if contracting support provided through RSQ would be advantageous beyond FY92.

OPR: RSQ
COLLAB: RLE; OOC; MSIC; MICOM
SUSPENSE: 30 Jun 92

OBJECTIVE: Establish the MSIC/DIA acquisition coordination process.

TASK: Determine the review process required for MSIC acquisitions. Specifically identify approvals required at DIA or ones to be delegated to MSIC and/or MICOM. Areas of consideration include Advanced Acquisition Plans, Competition Advocate, Small Business Review, Justifications and Approvals for Other than Full and Open Competition, Automatic Data Processing Requirements, General Counsel, Security (TEMPEST).

OPR: RSQ
COLLAB: OOC; GC; RLE; OSC; DS; MSIC
SUSPENSE: 1 Jan 92

TASK: Resolve the question of which command executes approvals for requirements over \$10 million. Specifically, which command will approve Advanced Acquisition Plans, and Justifications and Approvals for Other than Full and Open Competition. MICOM's current policy requires their approval if they execute the contract.

OPR: RSQ
COLLAB: GC; OOC; MSIC; MICOM
SUSPENSE: 1 Jan 92

TASK: Establish the procedures for delegating acceptance of MIPR'd funds specifically sent to MSIC for MSIC initiated contracts.

OPR: RSQ
COLLAB: OOC; MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Establish channels for administrative matters on reports, personnel, certification, and training pertaining to contracts.

TASK: Establish the reporting process for monthly and annual contract award reports.

OPR: RSQ
COLLAB: MSIC; MICOM
SUSPENSE: 30 Jan 92

TASK: Determine the advisability of incorporating MSIC personnel into DIA Acquisition Workforce Career Ladders; Procurement Integrity Certification Database; and Contracting Officers' Technical Representative training.

OPR: RSQ
COLLAB: RHR; GC; MSIC
SUSPENSE: 31 Mar 92

CATEGORY: Training

OBJECTIVE: Provide training support to MSIC.

TASK: Obtain a support agreement from host CPO that will permit MSIC personnel to attend no-cost and cost reimbursable training courses sponsored by them.

OPR: RDT
COLLAB: MSIC
SUSPENSE: 1 Jan 92

TASK: Provide training support by DIA to MSIC for Career Program Selection Board programs by providing information, guidance, and procedures.

OPR: RDT
COLLAB:
SUSPENSE: 1 Jan 92

TASK: Prepare memoranda to MSIC employees advising them of long-term and special training opportunities that are available to them at DIA.

OPR: RDT
COLLAB:
SUSPENSE: 1 Jan 92

TASK: Provide on-site training support to appropriate MSIC personnel on DIA correspondence procedures.

OPR: RDT
COLLAB:
SUSPENSE: 31 Dec 91

TASK: Establish a funding line from the existing MSIC budget to support the training of MSIC employees. A plan of execution by fiscal year for training should be submitted to RDT for review and approval.

OPR: MSIC
COLLAB:
SUSPENSE: 1 Jan 92

TASK: Obtain the forecast of FY92-94 training requirements for MSIC personnel.

OPR: MSIC
COLLAB:
SUSPENSE: 31 Jan 92

TASK: Identify to RDT an individual within MSIC who will act as a training focal point for all requests for training per DIA Regulation 24-1.

OPR: MSIC
COLLAB:
SUSPENSE: 1 Jan 92

TASK: Provide MSIC a complete set of appropriate DIA publications with guidance on which are the most relevant for immediate implementation.

OPR: DS
COLLAB: SC
SUSPENSE: 1 Jan 92

CATEGORY: Change of Command

OBJECTIVE: Evaluation of the Director, MSIC.

TASK: Determine the chain-of-command for the Director, MSIC.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 1 Jan 92

TASK: Establish procedures for providing an annual performance evaluation of Director, MSIC.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: Determine if a formal assumption of command ceremony would be appropriate to signify DIA's assumption of authority and responsibility for the management and administration of MSIC. Plan and implement this ceremony, if appropriate.

TASK: Discuss the preferences of officials in DIA, Army, and MSIC for a change of command ceremony.

OPR: ODT-3
COLLAB: MSIC/ZA
SUSPENSE: 6 Dec 91

TASK: If a change of command ceremony is approved, prepare a plan and brief DIA/ODT on the details of the proposed ceremony.

OPR: MSIC/M
COLLAB: ODT-3
SUSPENSE: 31 Dec 91

TASK: Conduct a change of command ceremony

OPR: MSIC/M
COLLAB: DR; ODT
SUSPENSE: 31 Jan 92

TASK: Prepare a press release announcing the change of command for the local Huntsville papers.

OPR: MSIC/M
COLLAB: COS-2
SUSPENSE: 31 Jan 92

TASK: Determine if DIA's seal should be displayed outside the MSIC building.

OPR: COS
COLLAB: MSIC
SUSPENSE: 1 Jan 92

OBJECTIVE: DoD Directives and Regulations

TASK: Revise the appropriate policy documents, to include DIAM 75-1 to reflect the resubordination of MSIC to DIA.

OPR: ODT
COLLAB: MSIC
SUSPENSE: 1 Jan 93

ADDITIONAL NOTES

MILITARY PERSONNEL

In the Interservice Support Agreement housing for enlisted and married personnel; use of dining hall to include issue of meal cards; clinic/sick call support; and all standard military services need to be addressed to cover support of all military personnel assigned to MSIC.

DIA regulations concerning military issues to include performance reports, DoD awards processing within DIA, assignment processing, etc., need to be provided to MSIC.

Joint Duty Assignment (JDA) designation must be considered. Currently, Army positions are not designated as joint duty. In addition, none of the authorizations for the MSIC field grade officer positions are coded as JDA billets. A decision needs to be made whether MSIC will be looked at separately from DIA to figure the number of JDA authorizations (50 percent of field grade authorizations) or be included in the overall DIA JDA authorizations.

Who will Standard Installation/Division Personnel System (SIDPERS) reports be processed through? In addition, will these reports be required in the future?

Who will provide quotas for primary leadership training, NCO courses, and other mandatory Army level training?

All 15 officer performance reports will have to go to DIA for senior Army review. Reports are senior rated by the Director of MSIC. Since some reports close out in January 1992, a decision on who will be the reviewer must be decided immediately. In addition, who will act as the Army reviewer for the enlisted reports (1 E-7, and 3 E-5s) must be determined. This may be able to be handled by letter authorizing [REDACTED] the Army Advisor to the Director, to act as senior Army reviewer on these reports. He is not in the chain of command.

The two officers assigned for duty overseas (one in Japan and one in Germany) were looked at concerning support. Individuals are in-processed through Redstone Arsenal. Redstone Arsenal provides personnel and finance support. The officers are identified in the Army system as assigned to MSIC and detached overseas to specific locations. Memorandums of understanding exist between MSIC and the detachment locations to establish some support services; however, UCMJ authority is not covered. The memorandums need to be reviewed to ensure all support functions are covered.

Seven of the 15 officer billets are Army Education Requirement (AER) positions. These positions are highly competitive and everything possible needs to be done to ensure these positions remain as they are. Concern exists that the AER designations will be lost when the positions are transferred to DIA.

Officer Distribution Plan (ODP) support has been extremely high in MSIC. Currently, 11 of the 15 officer billets are ODP supported and AIA has ensured that all fifteen positions are filled. There is a concern that both the ODP rate and the fill rate will be affected. In addition, there is a concern about existing MOS commonality between MSIC and DIA military authorizations. The majority of the positions are 49's (Operational Research) and 51's (Material Acquisition) within MSIC.

The Contractors Support Detachment South under INSCOM currently is co-located with MSIC and provides all contracting support for MSIC. The office is responsible for the southeastern region. Will this office continue to support MSIC? Will this office remain under INSCOM? Will they continue to be co-located in the MSIC building?

The Special Security Office (SSO) has one officer and four enlisted authorized positions. The issue of possibly converting the officer billet to civilian was raised by the SSO officer.

PRODUCTION

The scheduled production program, as documented in DIAM 75-1, was considered in our deliberations. It was judged that the process does not need any major change at this time, but rather will serve as a stabilizing influence if we do implement the transfer of MSIC to DIA. The tasking process, as documented in the "Catalog of Approved Scientific and Technical Intelligence Tasks," will allow us to document all of the non-DIA tasked production and support activities currently assigned to MSIC. The scheduling process will permit continuity in the production program, and, as a result, hard copy production should continue without interruption. Although provisions for handling quick reaction requirements and quick reaction tasking are deemed adequate, there is some adjustment, addressed in the production portion of the contingency transfer plan to ensure DIA knowledge of MSIC activities is realized, while still keeping MSIC interface with consumers in tact.

It is recognized that DIAM 75-1 will need to be updated. In the mean time, immediate changes needed to implement the transfer of MSIC resources to DIA can be accomplished through policy correspondence.

INFORMATION SERVICES

There are a number of information services functions that MSIC performs and should continue to perform as it transitions to DIA control. Those specific functions follow:

a. PRINTING OF MSIC S&TI PRODUCTS: MSIC provides graphic design and printing support for its S&TI products. Printing of all SCI products is accomplished in-house as are selected collateral products. Total in-house volume is approximately 6 million units annually. Support for all unclassified and some collateral is accomplished by the MICOM field printing office as part of the base support contract. Contract printing by the MICOM field printing office needs to be continued in the FY92 base support contract.

b. DISSEMINATION OF MSIC S&TI PRODUCTS: DS prepares the distribution lists for MSIC products. Approximately 40 distribution lists are created annually for MSIC. MSIC disseminates all collateral products to consumers while DS disseminates all MSIC codeword products.

c. VISUAL AIDS SUPPORT: MSIC support in this area includes vugraphs, 35mm slides, displays, microfiche and video tapes. These functions are supported by MacIntosh, SUN and Canon equipment.

d. PHOTOPROCESSING AND REPRODUCTION: MSIC provides photoprocessing support in the form of black & white prints (up to 11x17). DS also provides some limited special production products, such as 1:1 roll collateral duplication and B&W prints. Over the last 2 years, approximately 3000 products have been provided by DS to MSIC. Excess photoprocessing requirements are also satisfied by MICOM as part of the base support contract.

e. COPIERS: MSIC has approximately 15 copiers that are either owned or leased. This should continue, but for the long term, incorporation of the leased copiers into the DS "Cost-Per-Copy" should be considered. This program bases costs solely on copies produced while maintenance and incorporation of new technology are included at no charge.

f. LIBRARY SUPPORT: MSIC operates and maintains its own reference support services interacting with the DIA library and receiving intelligence publications, Intelligence Information Reports (IIRs) and enclosures. MSIC has access to multiple automated data bases, including Central Information Reference and Control (CIRC) and DIA systems (SAFE, IDB) and various other government and commercial data bases. MSIC inputs to the CIRC data base. MSIC closely interacts with the Redstone Scientific Information Center (RSIC), a major S&T repository. MSIC also maintains on-line access to the RSIC catalog of holdings.

g. TRANSLATIONS: MSIC is currently pursuing an automated system from the Foreign Technology Center to provide on-line translation support. For translation of large documents, funds are provided through the Foreign Materiel Exploitation (FME) program by AIA. These funds have been specifically designated for FME and need to be transitioned to this function.

h. FREEDOM OF INFORMATION REQUESTS: MSIC receives about 35-40 FOIA requests annually (considerably more during DESERT STORM). Although it does not affect the transition, future FOIA requests should be directed to the DIA FOIA office.

i. CLASSIFIED WASTE: MSIC has just acquired equipment to destroy classified waste.

There should be no adverse impacts on the above functions provided by MSIC as it transitions to control by DIA.

AUTOMATIC DATA PROCESSING

The Automatic Data Processing (ADP), network and communications infrastructure of the Missile and Space Intelligence Center (MSIC) are operational. MSIC's Computer Services and Simulations Directorate (IAAIM-R) provides all programming, systems support and operations for the Center. IAAIM-R has a staff of 60 people (59 civilians and 1 Army officer). This staff is augmented by approximated \$3.5 million of contractor support.

MSIC's hardware base consists of approximately 475 workstations. The workstation population consists of approximately 230 SUNs, 230 286/386 platforms and 15 MacIntosh machines. The 15 Macs are not supported by IAAIM-RD. They are used for visual aide support by the Visual Arts and Editorial Branch of the Administration Directorate. In addition to the workstations there are currently six (6) SUN machines serving as data, applications and data base management servers. There is also a SUN and a AN/GYQ-21(V) which provides an interface to the DODIIS network. A CDC 860 provides host services.

Current communications capabilities include voice and secure voice (all service is organic to MSIC). Data communications connectivity to Foreign Technology Center's (FTC) CIRC data base, NSA's COINS data base and CAMS is provided by terminal access. Network access to NSA's STANZA telemetry data is provided via a PDP 11/34 and to Wrangler and DODIIS data bases via the Defense Secure Network 3 (DSNET3) of the Defense Data Network.

The Computer Systems and Simulations Directorate at MSIC has the responsibility for the functional design, procurement, implementation, management and maintenance of the Local Area Network (LAN) termed MSIC NET. The network is a TCP/IP ethernet. The network software architecture is based on NFS. Automounter and NIS are used extensively. This allows a "dataless" node concept of operations for the workstation environment. A user's home directory is placed on his specified server. The local workstation disk is used for the Operating System software, temporary write space, swap space and any machine specific applications that cannot be served on the local area network. This concept makes data backup much easier and straight forward, yields flexibility in that a user can log in on any machine in the building and have his home directory mounted on that machine, and prevents a user's data from being fragmented across several machines.

There are 5 main segments of Ethernet each with its own SUN 4/490 NFS Network Server. The segments are connected via 3COM smart bridges to an Ethernet backbone. Each user's home directory is located on their segment's server. An application is served over the network if possible rather than implementing on a particular machine because fewer copies have to be purchased and upgrading the software becomes much easier.

The network is composed of SUN SPARC Stations 1,1+ and 2s, Zenith 248 PCs, Unisys 386 PCs and a few Apollos. The PCs are networked via SUN's PCNFS product. Electronic mail is SMTP based and is supported on both the PCs and the SUN workstations. SUN's Lifeline mail product on the PCs makes this possible.

The network laser printers are served off of the SUNs. The goal is a network printer for each office.

MSIC has made the decision to move all of our software possible to the UNIX environment. With the realization that DOS applications have been supported for a period of time, both UNIX and DOS will be supported. MSIC is moving toward the concept of a single user screen. The UNIX user will run DOS in a window on his workstation, and the PC DOS user will have the capability of running UNIX applications on his machine via X windows.

The MSIC local area network runs at a the SI/TK LM system high. The is a G LAN isolated from the LM lan. Neither is connected to the DODIIS network.

The majority of the in-house IAAMI-R resources provide programming and engineering expertise to support modeling and simulation and advanced analytical techniques. The remainder of IAAMI-R (15 people) staff provide operational support for the local area network. The primary programming language is Fortran (70%). C is also utilized (20%), with Ada just beginning to be used. Oracle is the data base management system of choice.

The ADP, communications and network facilities necessary to effect a smooth transition of MSIC into the DIA are in place and operational. MSIC has a well structured open systems infrastructure. They are compliant with national and DODIIS standards. The MSIC draft Strategic Plan for Automation provides an excellent base from which to begin the transition.

The current operational baseline should not be disturbed. An interface, at the SI/TK system high level, of the MSIC LAN to the DODIIS will allow DIA and MSIC users and systems to communicate with each other. Current external support arrangements MSIC has with DAMI and AIA should remain in place until DIA can provide these services. (Army non-concurs. They believe DIA should assume hardware support responsibility on 1 January 1992.)