

DIRECTOR OF CENTRAL INTELLIGENCE DIRECTIVE NO. 1/4<sup>1</sup>

## INTELLIGENCE INFORMATION HANDLING COMMITTEE

(Effective 18 May 1976)

Pursuant to Section 102 of the National Security Act of 1947, Executive Order 11905 and National Security Council Intelligence Directives, an Intelligence Information Handling Committee (IHC) is hereby established as a standing Director of Central Intelligence Committee with the following mission and functions.

## 1. Mission

The mission of the committee, under the general guidance of the Director of Central Intelligence, is to promote and coordinate within the Intelligence Community the accomplishment of Director of Central Intelligence objectives for information handling,<sup>2</sup> and the continuous improvement and integration of Intelligence Community information handling systems.

## 2. Functions

The functions of the committee are:

- a. To formulate and recommend to the Director of Central Intelligence objectives, policies, plans and programs relating to the establishment of an Intelligence Community information handling system.
- b. To monitor and coordinate implementation of plans and programs approved by the Director of Central Intelligence.
- c. To assist the Intelligence Community in the introduction of improved methods and facilities for information handling.

1. This directive supersedes DCID No. 1/4 effective 4 April 1968.
2. Information handling, for the purpose of this directive, includes the functions of receipt of information from collection sources, dissemination, transformation, indexing, categorization, storage, retrieval and presentation, and telecommunications and teleprocessing related thereto.

d. To develop and promulgate within the Intelligence Community rules, procedures and formats for the exchange of information between agencies.

e. To monitor efforts in the scientific, academic and industrial communities in information science in order to ensure that optimum use of this research is directed to the Intelligence Community information processing problem.

f. To promote the establishment of education and training programs in information science.

g. To identify Intelligence Community research and development needs and to promote interagency exchange of information and cooperation in research and development on information processing, particularly in those areas which involve the Intelligence Community as a whole.

h. To promote and coordinate the development of Intelligence Community information handling capabilities which will provide on a timely basis as required relevant multi-source information in response to authorized queries.

i. To provide assistance and encourage the development of standardized procedures for information handling to include the development of compatibility of files for ADP storage and retrieval systems.

j. To promote arrangements between organizations designed to eliminate unwarranted duplication of files and processing.

k. To ensure that the security aspects of new information handling systems under development are given appropriate consideration.

l. To assist as appropriate in the development of automated information handling systems and automated conferencing techniques for crisis management and indications and warning activities.

m. To monitor for the Director of Central Intelligence and the Intelligence Community the intelligence information handling requirements for emergency contingency planning.

n. To formulate and recommend policies and procedures relating to the procurement, indexing, flow, storage, exchange, and release of intelligence documents.

o. To promote, coordinate and monitor Intelligence Community telecommunications and teleprocessing activities related to information handling.

### 3. Community responsibilities

Upon request of the committee chairman, Intelligence Community organizations shall furnish to the committee within established security safeguards particular information or materials needed by the committee and pertinent to its functions.

### 4. Composition, organization and rules of procedure

The composition, organization and rules of procedure of the Intelligence Information Handling Committee are those stated in DCID 1/3.

George Bush  
Director of Central Intelligence