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CENTRAL INTELLIGENCE AGENCY  
Washington, D.C.

*Resubmitted 1/28/49*

31 December 1948

GENERAL ORDER  
NUMBER 13

1. The revised organization charts now being distributed confirm the establishment of the Office of Scientific Intelligence, replacing the Scientific Branch of the Office of Reports and Estimates.

2. Dr. Willard Machle has been appointed as Assistant Director for Scientific Intelligence.

R. H. HILLENKOETTER  
Rear Admiral, USN  
Director of Central Intelligence

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Approved for Release by CIA  
Date AUGUST 2008

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General Order No. 13, dated 31 December 1948, established the Office with an authorized Table of Organization of . This order established O/SI:

"As the primary intelligence evaluation, analysis and production component of CIA with exclusive responsibility for the production and presentation of national scientific intelligence:

- "1. Prepares scientific intelligence reports and estimates designed to present and interpret the status, progress and significance of foreign scientific research and developments which affect the capabilities and potentials of all foreign nations.
- "2. Makes substantive review of basic scientific intelligence produced by other agencies and advises ORE on its adequacy for inclusion in the National Intelligence Surveys.
- "3. Participates in the formulation of the National Scientific Intelligence Objectives.
- "4. Evaluates available scientific intelligence information and intelligence; assesses its adequacy, accuracy, and timeliness, and prepares reports of such assessments for the guidance of collection, source exploitation and producing agencies to assure that all significant fields of scientific intelligence bearing on the National security are adequately covered.
- "5. Formulates requirements for the collection and exploitation of scientific intelligence data in order to insure receipt of materials necessary for fulfillment of production requirements.
- "6. In collaboration with appropriate CIA components and the IAC agencies, advises and aids in the development, coordination and execution of the overall plans and policies for inter-agency scientific intelligence production."

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# Office of Scientific Intelligence

## OFFICE OF SCIENTIFIC INTELLIGENCE

As the CIA component with primary responsibility for scientific intelligence analysis, evaluation, production and presentation, the Office of Scientific Intelligence under the direction of the Assistant Director for Scientific Intelligence:

1. Prepares scientific intelligence reports and estimates designed to present and interpret the status, progress and significance of foreign scientific research and developments which affect the capabilities and potentials of all foreign nations.
2. Makes substantive review of basic scientific intelligence produced by other agencies and advises ORE on its adequacy for inclusion in the National Intelligence Surveys.
3. Formulates the national scientific intelligence objectives in collaboration with the IAC agencies and under the guidance of the NSC.
4. Evaluates available scientific intelligence information and intelligence; assesses its adequacy, accuracy and timeliness and prepares reports of assessments for the guidance of collection, source exploitation and producing agencies to assure that all significant fields of scientific intelligence bearing on the National security are adequately covered.
5. Formulates requirements for the collection and exploitation of scientific intelligence data in order to insure receipt of materials necessary for fulfillment of production requirements.
6. In collaboration with appropriate CIA components and the IAC agencies, advises and aids in the development coordination and execution of the overall plans and policies for inter-agency scientific intelligence production.
7. Advises the Director of Central Intelligence on programs, plans, policies and procedures for the production of national scientific intelligence.
8. Assists ICAPS in preparation of plans, policies and procedures for inter-agency scientific intelligence coordination.

## DEPUTY ASSISTANT DIRECTOR

Exercises general supervision over the administration of the office, performs such other duties as may be assigned by the Assistant Director and serves as Assistant Director in the absence of that officer.

## INTEGRATION PANEL

The Integration Panel comprised of the Assistant Director for Scientific Intelligence as Chairman, the Deputy Assistant Director as Vice Chairman and Chief, Production Staff, Chief, Coordination Staff and Branch Chiefs as members:

1. Reviews and determines the specifications for each report and estimate not mutually agreed upon by the appropriate producing components of OSI.
2. Reviews and finalizes drafts and reports and estimates not mutually agreed upon by the producing components prior to the coordination process of the IAC Agencies.
3. Reviews finished OSI intelligence production.
4. Reviews problems relating to scientific intelligence production.

The Panel is convened in whole or part by the Chairman for the above purposes, in accordance with the nature of the problem to be considered and the degree to which the separate producing components are concerned.

# Statement of Functions

## SCIENTIFIC SERVICES STAFF

1. Maintains constant liaison through established CIA channels with those Government agencies authorized to receive scientific intelligence from CIA to insure that those agencies are receiving intelligence according to their needs and to promote the effective interchange of scientific information.
2. Supplies necessary technical advice to secure the supplies, equipment and contractual services necessary to the production of scientific intelligence.
3. Serves as the channel for the procurement, receipt and distribution of intelligence materials for OSI. Assures the proper flow of information internally to analysis groups to fulfill requirements.
4. Maintains a continuing current control and record of the progress and status of all projects, studies or reports.
5. Provides classification and coding support to the OCD machine operations for OSI reference and research.
6. Provides necessary technical clerical assistance for the entire office.

## ADMINISTRATIVE STAFF

1. Advises the Assistant Director and Deputy Assistant Director on administrative matters.
2. Develops administrative procedures and supervises their implementation.
3. Provides all administrative services on matters of budget, personnel, supply, space, message center and internal messenger service.
4. Provides for internal physical and personnel security.

## COORDINATION STAFF

1. Performs the overall coordination for the Office of Scientific Intelligence to assure adequate fulfillment of assigned missions.
2. Prepares and presents to the Assistant Director for Scientific Intelligence organizational and operational plans, programs, policies and procedures required to facilitate the production of national scientific intelligence.
3. Assures that all significant fields of scientific intelligence are adequately covered to meet current needs.
4. Obtains concurrences or dissents from the IAC agencies and reviews and arranges for the publication and dissemination of finished scientific intelligence products.

## PRODUCTION STAFF

1. Under the direction of the Assistant Director and in consultation with the Coordinating Staff, OSI, assures accurate and prompt production of scientific intelligence to satisfy inter and intra-agency requirements.
2. Determines capacities and schedules production of the operating branches to fulfill national intelligence objectives.
3. Formulates requirements for the collection and exploitation of scientific intelligence.

APPROVED

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 DEPARTMENT OF STATE  
 OFFICE OF THE DIRECTOR OF CENTRAL INTELLIGENCE

7 February 1949