



Director of Central Intelligence Directive 3/14 1

Information Handling Committee

(Effective 4 May 1982)

Pursuant to the provisions of Section 102 of the National Security Act of 1947 and Executive Order 12333, an Information Handling Committee (IHC) is hereby established.

1. Mission

The Committee will advise the Director of Central Intelligence (DCI) on the establishment of common objectives for Intelligence Community information handling and coordinate the achievement of these objectives through improvement and integration of Intelligence Community information handling systems.

2. Definition

Information handling includes the functions of receipt of information from collection sources, dissemination, transformation, indexing, categorization, storage, retrieval and presentation, automatic data processing, telecommunications, and teleprocessing related thereto.

3. Functions

Under the general guidance of the Deputy Director of Central Intelligence, the Committee will

a. formulate and recommend to the DCI policies and programs for the establishment of an Intelligence Community information handling system;

b. monitor and coordinate implementation of plans and programs approved by the DCI;

c. recommend to the Intelligence Community improvements in methods and facilities for information handling that will eliminate unwarranted duplication of files;

d. develop and promulgate within the Intelligence Community standards, procedures, and formats for the representation of information to facilitate its exchange among Intelligence Community components and establish procedures to promote Intelligence Community compliance with applicable Federal Government data standardization programs;²

e. monitor and report on research and development efforts in the scientific, academic, and industrial communities in information science to ensure optimum use of this research by the Intelligence Community;

f. identify Intelligence Community research and development needs and promote interagency exchanges of information and cooperation in research and development of information processing;

g. in coordination with the DCI SCI Forum³, ensure that the security aspects of information handling systems are given appropriate consideration; and

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

4. Intelligence Community Responsibilities

Upon request of the Committee Chairman, Intelligence Community components shall, within established security safeguards, provide information pertinent to the Committee's mission and functions.

5. Composition and Organization

The Committee Chairman will be appointed by the Director of Central Intelligence.

The members of the Committee will be representatives designated by intelligence Community principals.

The Chairman will establish subcommittees, working groups, and advisory bodies as necessary to support the work of the Committee.

With the approval of the DCI, the Committee Chairman may invite representatives of relevant United States Government entities with national security interests to participate as appropriate.

The Committee will be supported by an Executive Secretariat.

¹This directive supersedes DCIDs 1/4 and 1/5, effective 18 May 1976.

²Federal Information Processing Standards Publication No. 28, *Standardization of Data Elements and Representations*, 5 December 1973, U.S. Department of Commerce, National Bureau of Standards.

³See DCID 1/11, dated 3 July 1996, paragraph 2e.

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