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12 Sep 60

MEMORANDUM FOR THE CHIEF OF STAFF, USAF

As a result of recent review of the SAMOS Project at the highest national level, changes have been made in the character and scope of the technical program. It has been directed by the National Security Council and the Secretary of the Defense that specific management procedures be established in accordance with the national importance of this program.

Accordingly, I have established:

- A. A Director of the SAMOS Project at AFEMD as a field extension of my office, responsible to and reporting directly to me, and
- B. An Office of Missile and Satellite Systems (SAFMS) within my staff, to assist me in the discharge of my responsibilities.

The functional relationship between the above offices is outlined in the attachments hereto, along with a description of the organization and functions of the Office of Missile and Satellite Systems and the charters of an Advisory Council and a Technical Advisory Group on Satellite Reconnaissance.

Effective immediately, the satellite reconnaissance program will be managed within the above structure. There will be no review of approval channels between the Director of the SAMOS Project and the Secretary of the Air Force. However, in order to maintain general project knowledge within those command and staff offices where such knowledge is necessary for program support or coordination of related matters, need-to-know briefings will be given by the program management staff. These briefings will be given on a periodic basis, without request, and not as a part of Project management actions. All requests for briefings will be directed to the Secretary of the Air Force, and will be approved only on a strict need-to-know basis.

The national urgency requires the utmost support with immediate response and overriding priority from all elements of the Air Force as and whenever requested by the program

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management. The Director of the SAMOS Project is authorized direct contact with major commands to request such support. The Director, Office of Missile and Satellite Systems is authorized direct contact with the Air Staff, and other staffs and agencies, to request support as required.

Visits to the SAMOS Project Office will be for official business only. Requests for visits by other than normally accredited contractors and agencies of government whose business requires regular and frequent visits will be directed to the Secretary of the Air Force for approval.

Request that you inform the Air Staff and all major commands of the above direction immediately.

/s/ DUDLEY C. SHARP
Secretary of the Air Force

3 Incls:

1. Org & Functions of
Off of Msl & Sat Sys (U)
2. Sat Recon Adv Council (U)
3. Sat Recon Tech Adv Gp (U)

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ORGANIZATION AND FUNCTIONS OF THE
OFFICE OF MISSILE AND SATELLITE SYSTEMS

1. Secretary of the Air Force Order No. 116.1, dated 31 August 1960, designated Brigadier Robert E. Greer as Director of the SAMOS Project, with additional duty as Vice Commander for Satellite Systems, AFEMD, AFDC, with duty station at AFEMD. It directs him to organize a SAMOS Project Office at AFEMD as a field extension of the Office of the Secretary of the Air Force. It specifies that the Director of the SAMOS Project is responsible to and will report directly to the Secretary of the Air Force.
2. Secretary of the Air Force Order No. 116.1, dated 31 August 1960, established the Office of Missile and Satellite Systems in the Office of the Secretary of the Air Force. It provides that the Director of the Office of Missile and Satellite Systems is primarily responsible for assisting the Secretary in discharging his responsibility for the direction, supervision and control of the SAMOS Project. He is responsible for maintaining liaison with the Office, Secretary of Defense and other interested governmental agencies on matters relative to his assigned responsibilities. He may be assigned additional duties as deemed appropriate by the Secretary of the Air Force, and he will provide the Secretariat for the Air Force Ballistic Missile Committee.
3. The general management structure for the SAMOS Project is outlined in Figure 1, attached. The Satellite Reconnaissance Technical Advisory Group will be appointed by the Secretary of the Air Force and will provide the means of obtaining the services of recognized experts from the scientific and applied engineering fields in the furtherance of the technical program. The Satellite Reconnaissance Advisory Council will be appointed by the Secretary of the Air Force to provide advice and counsel to him in the discharge of his overall responsibilities.
4. The internal organization and personnel assignment of the Office of Missile and Satellite Systems is outlined in Figure 2, attached. Following is a brief description of the principal duties of SAMOS officers:

OFFICE OF THE DIRECTOR

Director

Responsible for conducting all actions of SAFMS in accordance with policy of and delegated authority from the Secretary of the Air Force.

Deputy Director

Principal assistant to the Director, acts with full authority of the Director on all affairs of SAFMS. Responsible for overall direction, guidance, supervision, and coordination of the activities of the office.

Executive Office

Executive
Asst Executive

Executive Officer and Chief of the Executive Office and responsible for the general administration of SAFMS, including mail, security, records, inspections, personnel, travel, and overall office management.

EXECUTIVE SECRETARIAT OF AF-BMC

Secretary
Asst Secretary

Executive Secretariat of the Air Force Ballistic Missile Committee for Missile and Space Systems. Handles all matters related to Committee actions.

SATELLITE RECONNAISSANCE

Asst for Programs

Responsible for SAFMS duties concerning programming, funding, and schedules. Monitors, briefs and reports on all SAMOS launches. Maintains an active, working SAMOS control room for daily use. Responsible for actions incident to revising, processing, and maintaining the SAMOS development plan. Responsible for general briefings on the entire overall SAMOS Project, and for the preparation and maintenance of complete briefing material, aids and information on the overall project

Asst for Electronics

Responsible for SAFMS duties concerning electronic payloads, ELINT, and related matters; weather aspects of the SAMOS Project; technical compatibility of electronic aspects of Subsystem I, Space-Ground Communications. Responsible for NSA liaison and coordination. Responsible for maintaining current knowledge of scoster and vehicle capabilities. Alternate to the Assistant for Instrumentation.

Asst for Photography

Responsible for SAFMS duties concerning photographic equipment and payloads and related coordination with other services and agencies. Responsible for photographic compatibility aspects of Subsystem I. Alternate to Assistant for System Engineering.

Asst for Instrumentation

Responsible for SAFMS duties concerning Subsystem I, its overall development, schedules, locations, tests, and overall technical design, overall data processing and handling of all SAMOS outputs. Also responsible for SAMOS recovery program, SAMOS command and control aspects, including centers and stations. Also responsible for MIDAS and DISCOVERER coordination. Alternate to Assistant for Electronics.

Asst for System Engineering

Responsible for overall system engineering aspects including interchangeability of payloads, system performance capabilities, mission variations, system growth possibilities, and relative priorities within the Project. Responsible for necessary coordination with related and supporting R&D programs. Also responsible for special projects as assigned by the Director. Alternate to the Assistant for Photography.

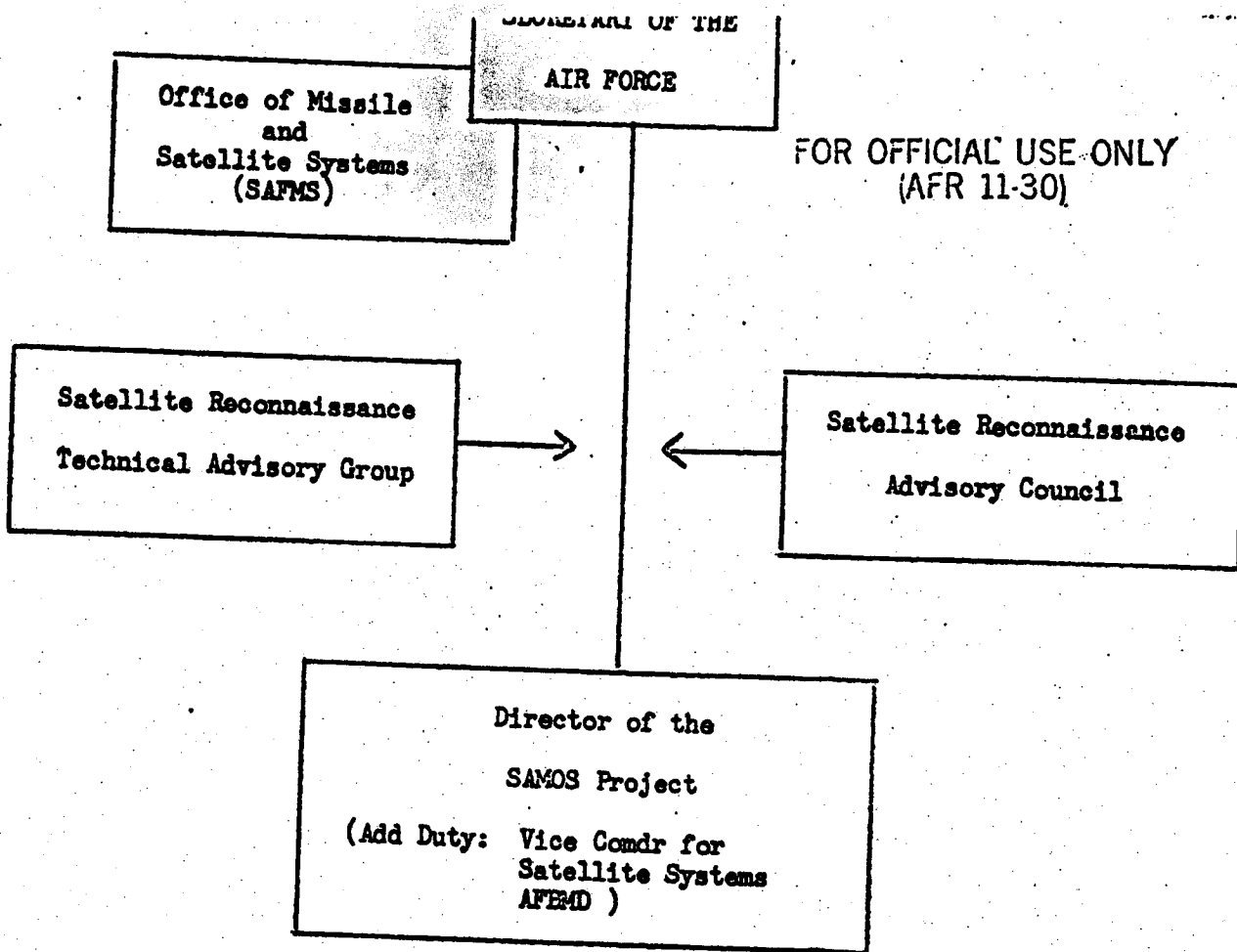


Figure 1.

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DEPARTMENT OF THE AIR FORCE
Office of the Secretary of the Air Force

12 September 1960

OFFICE OF MISSILE AND SATELLITE SYSTEMS
Brig Gen Richard D. Curtin, Director Miss Margaret Enright, Secretary
Col John L. Martin, Jr., Deputy Director Mrs. Eugenia L. Luckman, Secretary

EXECUTIVE SECRETARIAT, AFMPC (Missiles and Space)
Col Theodore H. Runyon, Secretary Col Herwan Dorfman, Assistant Miss Cecelia Princijs A/IC J. D. Kirkpatrick

EXECUTIVE OFFICE
MAJ R. A. Van Meter, Executive CWO De Haro, Asst Executive T/S Walter B. McArthur, Jr., MCOIC A/IC Albert Roach, Corr Ctl Clerk

SATELLITE RECONNAISSANCE

ASSISTANT FOR PROGRAMS
Col Thos J. Herron Mrs MaryLou Graham S/Sgt J. L. Hester

ASSISTANT FOR ELECTRONICS
Lt Col Edwin J. Istvan

Miss Carol Watson

ASSISTANT FOR INSTRUMENTATION
Major Jack Sides

ASSISTANT FOR PHOTOGRAPHY
Major Clifton B. James

Miss Helen St. Ledger

ASSISTANT FOR SYSTEM ENGINEERING
Major Harry C. Howell

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SATELLITE RECONNAISSANCE
ADVISORY COUNCIL

1. Recent changes in the SAMOS management structure have resulted in the establishment of a Director of the SAMOS Project at AFEMD, as a field extension of the Office of the Secretary of the Air Force, and an Office of Missile and Satellite Systems within the Secretary's staff to assist him in the discharge of his responsibilities. The SAMOS Project will be managed within this structure, with no intermediate review or approval channels between the SAMOS Project Director and the Secretary of the Air Force.

2. In order to assist the Secretary in the discharge of his responsibilities, there is a need for an advisory agency to provide assistance, advice and recommendations as required. This agency will be the Satellite Reconnaissance Advisory Council.

THE SATELLITE RECONNAISSANCE ADVISORY COUNCIL:

Under Secretary of the Air Force, Chairman
Assistant Secretary (Research and Development)
Assistant Secretary (Financial Management)
Assistant Secretary (Materiel)
Vice Chief of Staff
Deputy Chief of Staff, Development
Assistant Chief of Staff, Intelligence
Director, Office of Missile and Satellite Systems

3. The Office of Missile and Satellite Systems will provide the Secretariat for the Council.

4. No alternates will be designated. Attendance will be limited to the members of the Council and such other individuals as may be invited to attend by the Chairman.

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SATELLITE RECONNAISSANCE
TECHNICAL ADVISORY GROUP

1. The services of recognized experts from the scientific and applied engineering communities shall be solicited as appropriate in the furtherance of the SAMOS technical program. Such services shall be rendered through the functioning of the Satellite Reconnaissance Technical Advisory Group.
2. The Satellite Reconnaissance Technical Advisory Group shall be composed of:
 - a. A permanent Standing Committee of four, which shall include recognized experts in the fields of electronics, photography, and data handling. The membership of the Standing Committee will be appointed by the Secretary of the Air Force.
 - b. Assemblies of technical experts representing pertinent scientific and engineering fields convened as occasions arise necessitating competent technical evaluation and advice in the prosecution of the Satellite Reconnaissance Program. Participation of such individuals in assemblies of the Satellite Reconnaissance Technical Advisory Group shall be by invitation from the Secretary of the Air Force. The Standing Committee shall preside at assemblies of the Technical Advisory Group.
3. Each assembly of the Satellite Reconnaissance Technical Advisory Group shall be chartered to consider specifically designated matters. Individuals invited to participate in Technical Advisory Group assemblies may vary for each assembly according to the nature of the matters under consideration.
4. Reports and findings of the Satellite Reconnaissance Technical Advisory Group shall be prepared for and submitted to the Secretary of the Air Force by the Standing Committee.
5. The Secretary of the Air Force shall, upon request from other government agencies in matters of national interest involving resolution of technical differences, direct the permanent Standing Committee to convene a special assembly of competent persons as determined by the Standing Committee, to consider the matter under request and to recommend appropriate resolution.