Ronald Reagan Presidential Library Digital Library Collections

This is a PDF of a folder from our textual collections.

Collection: Fielding, Fred: Files Folder Title: Vice President's Task Force on Combating Terrorism [1 of 2] Box: 39F

To see more digitized collections visit: <u>https://reaganlibrary.gov/archives/digital-library</u>

To see all Ronald Reagan Presidential Library inventories visit: <u>https://reaganlibrary.gov/document-collection</u>

Contact a reference archivist at: reagan.library@nara.gov

Citation Guidelines: <u>https://reaganlibrary.gov/citing</u>

National Archives Catalogue: https://catalog.archives.gov/

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name		FIELDING, FRED: FILES		Withdrawer	
				DLB	12/15/2014
File Folder		VICE PRESIDENT'S TASK FORCE ON COMBATTING TERRORISM (1 OF 2)		FOIA S643/2	
ID	Doc Type	Document Description	No of	56 Doc Date	Restrictions
		·	Pages		
166165	LIST	CONSULTANTS	2	ND	B3
	7 				
166166	LIST	SENIOR REVIEW GROUP, PARTIAL	1	ND	B3
· · · · · ·					
166167	LIST	ROSTER OF WORKING GROUP, PARTIAL	1	ND	B6
		· · · · · · · · · · · · · · · · · · ·			

The above documents were not referred for declassification review at time of processing

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA] B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA] B-3 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA] B-6 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA] B-6 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA] B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.



X 2854 4950 8/23-adorred them that FFF is DTR'fWH T Suprecontative

WASHINGTON

July 31, 1985

MEMORANDUM FOR

The Secretary of State The Secretary of the Treasury The Secretary of Defense The Attorney General The Secretary of Transportation The Director, Office of Management and Budget The Director of Central Intelligence Assistant to the President for National Security Affairs Chairman, Joint Chiefs of Staff Director, Federal Bureau of Investigation

SUBJECT: Task Force on Combatting Terrorism

As a follow-up to the meeting of the Vice President's Task Force on Combatting Terrorism held on July 25, 1985, I would like to ask that you nominate a representative from your agency to serve on the Senior Review Group for the Task Force.

This will not be a full-time assignment. The Senior Review Group will meet on call and be chaired by the Vice President or the Executive Director. Its functions will be to review the output of the Task Force Working Group, arrange for staffing of Task Force papers and issues within their own agencies, and provide interagency coordination for draft proposals and recommendations.

The desired level of membership on the Senior Review Group is at the Assistant Secretary or equivalent level.

Nominations should be made to me or call 395-4223.

L Nallowal J.L. Holloway, III Admiral, USN (Ret.) Executive Director

cc: Chief of Staff to the President

Chief of Staff to the Vice President Assistant to the Vice President for National Security Affairs



An Ichan?

WASHINGTON September 5, 1985

MEMORANDUM FOR AMBASSADOR ROBERT OAKLEY, DEPARTMENT OF STATE MR. J. ROBERT MCBRIEN, DEPARTMENT OF TREASURY MR. NOEL KOCH, DEPARTMENT OF DEFENSE MR. LOWELL JENSEN, DEPARTMENT OF JUSTICE MR. MATTHEW Z. SCOCOZZA, DEPARTMENT OF TRANSPORTATION MR. CHARLES ALLEN, CENTRAL INTELLIGENCE AGENCY VADM ARTHUR S. MOREAU, JOINT CHIEFS OF STAFF MR. OLIVER REVELL, FEDERAL BUREAU OF INVESTIGATION VADM JOHN POINDEXTER, NATIONAL SECURITY COUNCIL

DR. ALTON KEEL, OFFICE OF MANAGEMENT AND BUDGET

SUBJECT: Task Force on Combatting Terrorism

The first meeting of the Senior Review Group for the Vice President's Task Force on Combatting Terrorism will be held on September 11, 1985 from 9:00 to 10:00 a.m. in Room 208 of the Old Executive Office Building.

The purpose of the meeting is to discuss the organization, methodology, the tasks and the time schedule of the Staff Working Group. In addition, members of the Staff Working Group will give a short brief on their work to date, potential issues facing the Task Force and any problems encountered during their work effort. National Security Decision Directive (NSDD) 179, Task Force on Combatting Terrorism, July 20, 1985, will be the operative document for the meeting.

Participation 1s limited to principal or designated substitute. Please provide your intention to attend to Craig Coy (395 4950) by 3:00 p.m. September 10, 1985.

nelowar L. Holloway, III

Admiral, USN (Retired) Executive Director Task Force on Combatting Terrorism

 CONFIDENTIAL
 DECLASSIFIED

 DECL:
 OADR
 Sec.3.4(b), E.O. 12958, as amended

 White House Guidalines, Sept. 11, 2006
 BY NARA ______, DATE _________



WASHINGTON

FIRST MEETING OF SENIOR REVIEW GROUP VICE PRESIDENT'S TASK FORCE ON COMBATTING TERRORISM 11 SEPTEMBER 1985 0900-1000 ROOM 208, OEOB

PARTICIPANTS

EXECUTIVE DIRECTOR:	Admiral J. L. Holloway, USN (RET.)		
SENIOR REVIEW GROUP			
STATE:	Amb. Parker Borg for Amb Robert Oakley		
TREASURY:	J. Robert McBrien		
DEFENSE:	Noel Koch		
JUSTICE:	Jay Stephens for Lowell Jensen		
TRANSPORTATION:	Jeff Shane for Matthew 2. Scocozza		
CIA:	Charles Allen		
JCS:	VADM Arthur S. Moreau		
FBI:	Oliver Revell		
NSC: 🐂	Oliver North for VADM John Poindexter		
WHITE HOUSE:	Fred F. Fielding		
OMB:	David Sitrin for Dr. Alton Keel		

WORKING GROUP Ambassador Edward L. Peck (Deputy Director) Lou H. Boink David L. Cole Craig P. Coy Patrick F. Daly Robert L. Earl Burton Hutchings David J. McMunn

LIAISON GROUP	
FBI	Charles Stapleton
FAA	Billie Vincent
OMB	David Sitrin for Arnold Donahue
JUSTICE	David Bouvinger



WASHINGTON

AGENDA

FOR

TASK FORCE ON COMBATTING TERRORISM

'SENIOR REVIEW GROUP

9:00 A.M.

,e

' 11 SEPTEMBER 1985

4 1

1. Opening Remarks - J. L. Holloway, III, Executive Director

2. Status of Working Group

- Individual Task Update

1

3. Discussion

.

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name FIELDING, FRED: FILES		Withdrawer DLB 12/15/2014		
<i>File Folder</i> VICE PRESIDENT'S TASK FORCE ON COMBATTING TERRORISM (1 OF 2)	S	<i>FOIA</i> S643/2 SYSTEMATIC		
Box Number 39F	5	6		
ID Document Type Document Description	No of pages	Doc Date	Restric- tions	
166165 LIST CONSULTANTS	2	ND	B3	

The above documents were not referred for declassification review at time of processing Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

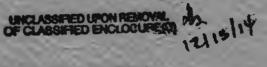
B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

CONFIDENTIAL

FRED F. FIELDING

SENIOR REVIEW GROUP VICE PRESIDENT'S TASK FORCE ON COMBATTING TERRORISM



CONFIDENTIAL



washington September 5, 1985

MEMORANDUM FOR AMBASSADOR ROBERT OAKLEY, DEPARTMENT OF STATE MR. J. ROBERT MCBRIEN, DEPARTMENT OF TREASURY MR. NOEL KOCH, DEPARTMENT OF DEFENSE MR. LOWELL JENSEN, DEPARTMENT OF JUSTICE MR. MATTHEW Z. SCOCOZZA, DEPARTMENT OF TRANSPORTATION MR. CHARLES ALLEN, CENTRAL INTELLIGENCE AGENCY VADM ARTHUR S. MOREAU, JOINT CHIEFS OF STAFF MR. OLIVER REVELL, FEDERAL BUREAU OF INVESTIGATION VADM JOHN POINDEXTER, NATIONAL SECURITY COUNCIL MR. FRED F. FIELDING, THE WHITE HOUSE DR. ALTON KEEL, OFFICE OF MANAGEMENT AND BUDGET

SUBJECT: Task Force on Combatting Terrorism

The first meeting of the Senior Review Group for the Vice President's Task Force on Combatting Terrorism will be held on September 11, 1985 from 9:00 to 10:00 a.m. in Room 208 of the Old Executive Office Building.

The purpose of the meeting is to discuss the organization, methodology, the tasks and the time schedule of the Staff Working Group. In addition, members of the Staff Working Group will give a short brief on their work to date, potential issues facing the Task Force and any problems encountered during their work effort. National Security Decision Directive (NSDD) 179, Task Force on Combatting Terrorism, July 20, 1985, will be the operative document for the meeting.

Participation 1s limited to principal or designated substitute. Please provide your intention to attend to Craig Coy (395 4950) by 3:00 p.m. September 10, 1985.

lowa J. L. Holloway, III

Admiral, USN (Retired) Executive Director Task Force on Combatting Terrorism

DECLASSIFIED Sec.3.4(b), E.O. 12958, as amended White House Guidelines, Sept. 11, 2008 BY NARA ______, DATE_____ 15 14

> CONFIDENTIAL DECL: OADR

NSDD 179

~

CONFIDENTIAL

SYSTEM II 90763

THE WHITE HOUSE

WASHINGTON

CONFIDENTIAL

July 20, 1985

National Security Decision Directive 179

TASK FORCE ON COMBATTING TERRORISM (U)

International terrorism poses an increasing threat to U.S. citizens and our interests. Terrorists are waging a war against, not only the United States, but all civilized society in which innocent civilians are intentional victims and our servicemen are specific targets. (U)

The United States Government has an obligation to protect its citizens and interests' against terrorists who have so little regard for human life and the values we cherish. To the extent we can, we should undertake action in concert with other nations which share our democratic institutions to combat the menace of terrorism. We must, however, be prepared to act unilaterally when necessary. It is, therefore, imperative that we develop a sustained program for combatting terrorism. (C)

To ensure that all appropriate resources of the United States Government are dedicated to this task, the Vice President is appointed to convene a government-wide task force on combatting terrorism. (U)

The Vice President's task force will:

- -- review and evaluate the effectiveness of current U.S. policy and programs on combatting terrorism, to include:
 - an assessment of national priorities currently assigned to effectively combat terrorism, especially earlier recommendations regarding organization in NSDD-30 and adequacy of intelligence responsibilities in NSDD-138 and Presidential Executive Order 12333;
 - the assignment of responsibilities and accountability for ensuring interagency cooperation and coordination before, during, and after a terrorist incident;
 - a review and evaluation of present laws and law enforcement programs dealing with terrorism;
 - the adequacy of public awareness and support;

Declassify: OADR

DE 10 COPIES



CONFIDENTIAL

- provisions for funding and personnel; and
- an evaluation of current levels of programs of international cooperation and coordination.
- -- make recommendations as appropriate to the President by the end of 1985. (c)

The task force on combatting terrorism, chaired by the Vice President, will include the Secretaries of State, Treasury, Defense, and Transportation; the Attorney General, the Director of the Federal Bureau of Investigation; the Director of Central Intelligence; the Director of the Office of Management and Budget; the Assistant to the President for National Security Affairs; the Chairman of the Joint Chiefs of Staff; the Chief of Staff to the President; the Chief of Staff to the Vice President; the Assistant to the Vice President for National Security Affairs; the Executive Director of the Task Force; and others as appropriate. (U)

The Vice President will appoint a senior Executive Director for the task force who will work under the direct supervision of the Vice President. The Executive Director may task any government department or agency, individual or organization to contribute to the work of the task force. To support the work of the task force, a working group will be established for which members may be drawn from departments/agencies represented on the Interdepartmental Group on Combatting Terrorism, the Interagency Intelligence Committee on Terrorism, and others as appropriate. The working group will prepare substantive recommendations to the task force for consideration. (U)

1. 22

The task force will select a group of consultants which will provide advice to the task force as necessary. A Secretariat Staff for the task force may be established as appropriate. (U)

CONFIDENTIAL

Rould Rym

COPY LOF 10 COPIES

-CONFIDENTIAL

ROSTER OF SENIOR REVIEW GROUP

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name	Withdrawer		
FIELDING, FRED: FILES	DLB 12/15/2014		
<i>File Folder</i>	<i>FOIA</i>		
VICE PRESIDENT'S TASK FORCE ON COMBATTING	S643/2		
TERRORISM (1 OF 2)	SYSTEMATIC		
Box Number 39F	5	6	
ID Document Type	No of	Doc Date	Restric-
Document Description	pages		tions
166166 LIST SENIOR REVIEW GROUP, PARTIAL	1	ND	B3

The above documents were not referred for declassification review at time of processing Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

166166



OFFICE OF THE VICE PRESIDENT

WASHINGTON

SENIOR REVIEW GROUP

STATE: Ambassador Robert Oakley, 632 9892 TREASURY: J. Robert McBrien, 566 8534 DEFENSE: Noel Koch, 697 7728 JUSTICE: Lowell Jensen, 633 2101 TRANSPORTATION: Matthew Z. Scocozza, 426 4544 CIA: Charles Allen, 🖤 FOIA(b) (3) JCS: VADM Arthur S. Moreau, 697 9124 FBI: Oliver Revell, 324 3333 Nr 22 VADM John Poindexter, 456 2257 NSC: Fred F. Fielding, 456 2632 WHITE HOUSE: Dr. Alton Keel, 395 6190 OMB:

ROSTER OF WORKING GROUP

/

ŧ

٨

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name FIELDING, FRED: FILES	Withdrawer DLB 12/15/2014
<i>File Folder</i> VICE PRESIDENT'S TASK FORCE ON COMBATTING TERRORISM (1 OF 2) <i>Box Number</i>	FOIA S S643/2 SYSTEMATIC
39F	56
ID Document Type Document Description	No of Doc Date Restric- pages tions
166167 LIST ROSTER OF WORKING GROUP, PARTIAL	1 ND B6

The above documents were not referred for declassification review at time of processing Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

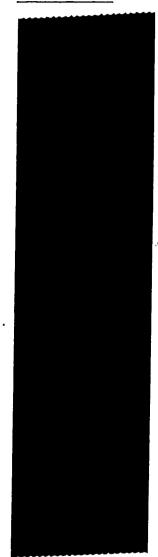
OFFICE OF THE VICE PRESIDENT WASHINGTON

TASK FORCE ON COMBATTING TERRORISM

ROSTER

HOME PHONE

ADM James L. Holloway, III, USN - Ret. AMB Edward Peck (State) CAPT L. H. Boink, USN (JCS) COL David L. Cole, USA (USA) LCDR Craig P. Coy, USOG (USOG) LTC Patrick F. Daly, USAF (USAF) LTC Robert L. Earl, USMC (USMC) Mr. Burton Hutchings (CIA) CAPT David J. McMunn, USN'(USN)



•••

10:010-+

ROSTER OF LIAISON GROUP

۲

•

٨

LIAISON GROUP

Charles Stapleton - FBI	324-4660
Robert McBrien - Treasury	566-8534
Billie Vincent - FAA	426-9863
Arnold Donahue - OMB (Bob Howard 395-4624)	395-4800
David Bouvinger - DOJ (Larry Lippe 724-6948)	724-7084

ΰb

ROSTER OF CONSULTANTS

ROSTER OF CONSULTANTS

Terrence Arnold - Department of State (Ret.) Staser Holcomb - Vice Admiral, USN (Ret.)

į

, *****

GUIDELINES MEMO

-

•

MEMORANDUM

OFFICE OF THE VICE PRESIDENT WASHINGTON

4 September 1985

MEMORANDUM FOR THE STAFF

J. L. Holloway, III 9 & Holloway FROM: SUBJECT: General Guidelines

The Vice President's Task Force on Combatting Terrorism was established to review and evaluate the effectiveness of current U.S. policy and programs, and to make recommendations to the President as appropriate by the end of 1985.

The formation of this Task Force should not be taken as an indication that our ability to cope with terrorism is not satisfactory. It is a matter of record that we do have an effective capability in combatting terrorism that deals with the broad range of varied aspects of this problem. However, we want to be sure that our national priorities are properly ordered, that our current program makes best use of the national assets available, and that the various elements of the program are properly coordinated to achieve the most effective results.

A careful distinction has been made that this is a Task Force as differentiated from a Commission. As such, it is organized from people within the Executive Branch of the Administration. The Task Force itself will "be made up principally of senior government officials at the Cabinet level. This Task Force will be supported by three groups, the Staff Working Group, the Senior Review Group and a Research and Analysis Group.

The Staff Working Group will be make up of about ten professional staff members and four clerical support people, detailed from the agencies represented on the Task Force. They will be committed full time to the Task Force until its work has been completed. The Staff Working Group will have its offices in the Task Force headquarters at 730 Jackson Place on LaFayette Square. There will be a Liaison Group, as an adjunct to the Working Group, made up of the action officers for terrorist matters in each of the responsible agencies. This group will be available on call to participate individually and collectively with the Working Staff.

The Senior Review Group will be made up of representatives from each of the agencies on the Task Force with seniority at about the Assistant Secretary level. This group will not work full time on Task Force matters but will meet on call. Their main function is to bridge the policy and working levels within their respective agencies. This Senior Review Group will be responsible for developing proposals through staffing within their agencies, coordinating the work among the agencies, and reviewing the drafts of the Working Group before referral to the Task Force. The Senior Review Group will be chaired by the Vice President, or the Executive Director in his absence.

The Research and Analysis Group will function primarily during the initial phase of the Task Force's work. Its purpose is to appraise the current capabilities within the U.S. Government for combatting terrorism by analyzing the scope of the existing government programs. The report of the Research and Analysis Group, which will be available six to eight weeks after the Task Force's work commences, will serve as the baseline against which the final proposals and recommendations will be generated.

Although the deliberative and substantive work of the Task Force will be accomplished by individuals detailed from within the Executive Branch, it will be essential to have the views of other experts and authorities. This will be accomplished through a consultative process.

Congress, for example, has considerable interest in this project and its participation in the Task Force's work has been proposed. The Vice President and members of the Task Force will meet with the responsible members of Congress as appropriate to keep them informed of progress and to invite their views.

44

Further, there are many distinguished statesmen and military officers, not now actively involved in the terrorism issues, who can contribute much to the understanding and approach to the problem. These individuals, has well as private individuals who are acknowledged authorities in the field, will be interviewed to benefit from their views in the development of the Task Force's recommendations.

Additionally, there are many concerned citizens who want to offer their views and suggestions on combatting terrorism. The Task Force Working Staff will respond to these contacts in such a way as to ensure that every offer to advice is acknowledged, and that all reasonable suggestions receive proper consideration.

It is not envisioned that the Task Force would become involved in the operational aspects of any terrorist incident that might occur during the period of its existence. The development in any such cases will of course be followed closely for the purpose of using this experience in the development of the permanent, long range, comprehensive plan for dealing with the problem.

Simply stated, the public affairs policy is that the substantive deliberations of the Task Force will be held very close. Obviously, to expose our concerns and our counter-plans would be an incalculable aid to any terrorist. However, it should be emphasized to the public that the President is deeply concerned and determined to deal head-to-head with this serious problem. The fact that the Vice President and his Task Force are actively moving ahead, should be seen as a clear signal of the President's commitment. The end product of the Task Force' work will be a final report to the President from the Vice President, evaluating the strengths and weaknesses of our current national program for combatting terrorism, and proposing recommendations to improve our capability for dealing with this threat. These recommendations will cover the areas of policy, organization, and resources. Those actions proposed in the recommendations which will need further development, require legislation, need international agreements, or will be of an on-going nature, will be presented as a long term continuing program to be pursued by the Administration.

The body of the Task Force's report to the President should be relatively brief. However, it can be backed up by annexes, appendices and enclosures as required to substantiate the recommendations made in the body of the report. Because of the nature of the issues, it is expected that the basic report will be highly classified and receive very limited distribution.

Therefore there will be a separate and subsequent public report of the Vice President's Task Force on Combatting Terrorism. After the President has acted on the report of the Task Force by indicating his decisions with respect to the implementation of the various recommendations, the unclassified report from the Vice President's Task Force on terrorism will be prepared for public distribution. This report will be derived from the official report to the President, but not follow, the same format. Its purpose will be to constitute a report to the American people and our allies explaining the threat, enuciating our national policy and outlining our plans for combatting terrorism. It would include as practicable, within limits of classification, the national program expressed in terms of its various program elements. This public report of the Vice President's Task Force on Combatting Terrorism must be carefully prepared to ensure a public appreciation on the part of all Americans and our allies of the threat to our vital interests, the depth of our commitment in combatting the threat, our national policies with respect to terrorism, and the means we have available to respond. This public report, should serve as a reassurance to our citizens and to our allies alike, and be a deterrence to those who would be tempted to undertake terrorist acts against us.

ORGANIZATION

ŕ

Ν.

MEMORANDUM

OFFICE OF THE VICE PRESIDENT

WASHINGTON 4 September 1985

MEMORANDUM FOR THE STAFF

FROM:

J. L. Holloway, III & Kalloway

SUBJECT:

Organization for Vice President's Task Force on Combatting Terrorism

The Vice President's Task Force on Combatting Terrorism will consist of the Task Force and a supporting staff.

TASK FORCE

The Vice President will Chair the Task Force on Combatting Terrorism. The Task Force will include the Secretaries of Staff, Treasury, Defense, and Transportation; the Attorney General; the Director of the Federal Bureau of Investigation; the Director of Central Intelligence; the Director of the Office of Management and Budget; the Assistant to the President for National Security Affairs; the Chairman of the Joint Chiefs of Staff; the Chief of Staff to the President; the Chief of Staff to the Vice President; the Assistant to the Vice President for National Security Affairs; and the Executive Director of the Task Force.

TASK FORCE STAFF

1

The Task Force staff will be managed by the Executive Director, assisted by the Deputy Director, and will consist of three group: the Staff Working Group, the Research and Analysis Group, the Senior Review Group.

<u>Staff Working Group</u>: The function of the Staff Working Group will be to conduct the day to day business of the Task Force under the direct supervision of the Deputy Staff Director, performing assigned tasks which will include research, analysis and review; program evaluation; interviewing authorities and consulting with outside experts; preparing proposals, editing reports and organizing agenda for the Senior Review Group; and drafting the Task Force report.

The members of the Staff Working Group will consist of about then professional staff members and four clerical staff detailed on a full time basis from agencies represented on the Task Force. All will be required to have valid security clearances. Only two of the clerical staff will require clearances at the Top Secret level. The professional staff members will be generally drawn from the 0-5/0-6 military ranks or GS-14/15 equivalents. Although a background in antiterrorism, counter-subversive activity, or special operations is useful, it is not essential. What is desired is experience in government operations, familiarity with the operations and policies of government agencies represented on the Task Force, professional maturity and reliable judgment.

An adjunct to the Staff Working Group will be the Liaison Group. For any Task Force Agency that does not have a representative detailed full time on the staff Working Group, an individual knowledgeable in the counter-terrorism programs of his agency, will be nominated to the Liaison Working Group. These members will not be detailed on a full time basis to the Task Force, and will not work out of the Task Force Headquarters, but will be on call to assist in the Task Force's work as it involves their parent agency.

<u>Research and Analysis Group</u>: The function of the Research and Analysis Group will be to conduct an analysis of the current capabilities of the United States in combatting terrorism, to include an evaluation of the existing policies, organization, and available resources.

The work of the Research and Analysis Group will be limited in scope and constitute the first phase of the Task Force's effort. This phase should be completed in about four to six weeks and constitute the base line from which the remainder of the Task Force's work will be developed.

Senior Review Group: This will consist of representatives from the agencies on the Task Force with seniority at the Assistant Secretary level or equivalent military rank. This group will not sit permanently, but will convene at the call of the Chairman. Its principal functions will be to provide agency review and comment on proposals from the Working Group, provide coordination among the participating agencies, and review the draft reports of the Working Group before submission to the Task Force.

The Senior Review Group will be chaired by the Vice President, or the Executive Director in the absence of the Vice President.

TASK FORCE HEADQUARTERS

The Task Force Headquarters is located at 730 Jackson Place on LaFayette Square. The offices of the Executive Director, the Deputy Director, and the Working Staff Group, both professional and clerical staff members, will be located in the headquarters. Facilities will include city and secure telephones, word processors, reproduction facilities, files, safes and secure storage up to top secret.

METHODOLOGY

MEMORANDUM

 $\mathbf{a}_{\mathbf{a}}$

OFFICE OF THE VICE PRESIDENT

WASHINGTON 4 September 1985

MEMORANDUM FOR THE STAFF

FROM:

J. L. Holloway, III & L Nalloway Me

SUBJECT: Methodology

The Vice President's Task Force on Combatting Terrorism was established to review and evaluate the effectiveness of current U.S. policy and programs on combatting terrorism, to make recommendations to the President that will ensure the total program effectively supports our national policy, and that the organization and forces assigned for this purpose make most efficient use of the resources available.

These objectives will be accomplished by the Task Force and the supporting staff. The methodology for the accomplishment of this function is outlined in the following.

- Step 1. Define Terrorism. A definition of terrorism and its peripheral and associated activities is required to serve as the basis for determining the scope of the Task Force's work. This will be an empirical definition of terrorism defined for this specific purpose. A draft definition or set of definitions will be drawn up by the Working Group, utilizing inputs from the Liaison Group. This draft will then be circulated to the Senior Review Group for comments from the various agencies. From these comments the definition will be refined in an iterative process.
- Step 2. <u>Baseline of Current Capabilities</u>. The Research and Analysis Group, through discussions with the responsible government agencies and a comprehensive review of the directives, instructions, and similar documents will establish the current capabilities of the U.S. in dealing with the terrorism problem in terms of national policy, organization, and resources. The end result of this effort will be a summary of the existing national program for combatting terrorism in outline form by program elements, with the responsibilities for the accomplishment of the various functions indicated. This task will be initially undertaken by the Research and Analysis Group.
- Step 3. <u>Critiquing the Existing Capability</u>. Once the scope of a national program for combatting terrorism has been defined and the existing baseline capability established, the strengths, weaknesses and omissions of the present system

must be identified. This critique will be accomplished through the solicitation of individual criticisms, views, and observations obtained through the following approaches:

- (a) Discussions with individuals currently in the government responsible for some aspect of the terrorism program.
- (b) Discussions with acknowledged authorities on terrorism outside active government.
- (c) A review of media and press commentary on terrorism.
- (d) Survey of Congressional views on terrorism through a review of Congressional hearings and publications on the subject.
- (e) Survey of published literature in the whole area of terrorism and its counter-measures.
- (f) Views of 'the Task Force staff developed during their work in this area.

From the foregoing, the shortcomings and omissions of the present program, together with suggested solutions, will be expressed through a series of issue papers.

Step 4. <u>Review of Issues Within Responsible Agencies</u>. The issue papers will be categorized on the basis of the tasking expressed; in NSDD 179. Issue papers will be drafted in the Staff Working Group and submitted to the Senior Review Group for review and comment. The agency with primary responsibility to respond to an individual issue will be indicated. In addition, any agency may comment on any issue as desired, regardless of agency responsibility.

Through this procedure there will be generated a tentative list of valid shortcomings to the present system which need to be corrected; a list of perceived shortcomings to the present system which need some form of refutation to restore public confidence; and a list of critical allegations which are clearly without merit. This third latter category will be listed to verify that the Task Force conducted a conscientious review and consideration of all proposals and suggestions.

Step 5. Development of Remedial Actions. The list of substantiated shortcomings of the present program with the proposed solutions for their resolution will be distributed to the Senior Review Group again for commentary within all agencies. From these responses, the Working Group will consolidate a single list of shortcomings together with their solutions. The proposed solution will be that which received the strongest consensus from the inter-agency review group in the format of recommendations to be made by the Task Force to the President for corrective action for review and comment.

- Step 6. Final Resolution of Task Force Recommendations. When the results from Step 5 are consolidated by the Working Group, those recommendations that do not enjoy unanimous concurrence throughout the Senior Review Group will be presented to the Task Force, chaired by the Vice President, as an agenda for discussion and resolution.
- Step 7. Drafting the Report. The Working Staff will prepare the preliminary draft of the Task Force's Report to the President.

The first part of the draft will present a summary of the existing program for combatting terrorism, and a broad evaluation of its areas of strengths and weaknesses.

The second section of the report will consist of specific recommendations to correct deficiencies. Included will be a long range plan of future programs which cannot be immediately accomplished but will require some future action such as legislation or the ratification of international agreements.

- Step 8. The Final Report. The draft report prepared by the Working Group will be submitted to the Senior Review Group for comment. When the Senior Review Group's comments have been considered, the draft report will be submitted to the Task Force for approval. The Vice President will forward the Task Force's report to the President for review and decision.
- Step 9. <u>Supporting Documentation</u>. The Task Force's report to the President will be concise, and the format one which facilitates an individual decision on each recommendation. However, there may be appended supporting annexes, schedules, and similar documentation which demonstrates the data and the methodology used by the Task Force in arriving at the recommended positions.
- Public Report. After the Task Force's report has been Step 10. reviewed and acted upon by the President, an unclassified report of the Task Force on Combatting Terrorism will be prepared for public distribution. This will be derived from the approved version of the Task Force's report but will be in a different format, designed for popular consumption. Its purpose will be to explain to the American people and to our allies the nature and the danger of the terrorist threat; state our national determination and commitment to combat terrorism; set forth our national policy with regard to this threat; an outline our organization and resources for combatting The purpose of this public report will be to terrorism. reassure both our own citizens and our allies of our deep concern for the dangers of international terrorism and our determination to combat it, and to serve as a warning and a deterrent to those who would consider undertaking terrorist acts against us.