Intelligence Dissemination and Tracking for Senior Leaders and Political Staff
Initial Operating Capacity – September 11, 2023

By September 11, 2023, the new intelligence dissemination and tracking for senior leaders process will reach an initial operating capacity that will:

- *Provide service to specific clients:* This process will apply to the following Ministers (and staff) and Deputy Ministers (and Associates):
  - Prime Minister;
  - Minister of Foreign Affairs;
  - Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs;
  - Minister of Emergency Preparedness; and
  - Minister of National Defence.

- *Capture all written intelligence products:* This process will capture all classified products - including classified reports, assessments, summaries and other formal intelligence reports produced by CSE, CSIS, ITAC, PCO IAS and CFINTCOM – going to the clients noted above.

- *Include centralized dissemination:* All reports from CSE, CSIS, ITAC and PCO IAS to the clients noted above will flow through Slingshot [ ] and will be delivered by Client Relations Officers (CROs) or SIGINT Dissemination Offices (SDOs). All reports from CFINTCOM will flow through the CFINTCOM digitized process.

- *Service provided in the National Capital Region, but all intelligence provided to clients noted above to be captured:* The tailored service (e.g. via CROs/SDOs) will initially apply the clients noted above are in the National Capital Region. However, all intelligence that is provided to a client noted above – even when provided outside the NCR – will be captured and recorded as part of this process.

- *Tracking and reporting of dissemination and readership:*
  - All CSE, CSIS, ITAC and PCO IAS reports will be tracked through Slingshot [ ] and CROs/SDOs. CSE will provide a [monthly?] report detailing all reports provided to/read by the clients noted above to the NSIA and DNSIA. It will also provide a monthly report on all reports provided to/read by each Minister/staff to the relevant Deputy Minister.

  - All CFINTCOM reports will be tracked through CFINCOM's digitized process. CFINTCOM will provide a monthly report detailing all intelligence provided to/read by the clients noted above to the NSIA and DNSIA. It will also provide a monthly report on all reports provided to/read by each Minister/staff to the relevant Deputy Minister.

- *Selection of Intelligence for Dissemination:*
  - As is currently the case, agencies which produce intelligence will continue to recommend reports to specific clients, and CROs/SDOs will continue to provide a regular selection of intelligence based on the needs and interests of their clients. Deputy Ministers, with the help of monthly reports may provide additional guidance/direction to departments and/or CROs/SDOs regarding the needs of their Minister

  - Deputy Ministers may direct the dissemination of specific pieces of intelligence to their Ministers/staff, and make recommendations regarding other Ministers. They may delegate this responsibility, so long as it provides clear and consistent accountability. DMCIR, the NSIA and DNSIA may direct that specific pieces of intelligence be provided to any Minister, staff or Deputy Minister.

In addition, by September 11:
- A CSIS SDO – who will serve both Public Safety and PCO - will be in place at Public Safety [ ] who will also serve PCO; and
- An SDO in CSIS' Atlantic Region will be identified to support Minister Leblanc outside the National Capital Region.

Mechanics	
CSE/CSIS/ITAC/PCO IAS	**CFINTCOM**

Use of Slingshot

- All CSE products are disseminated in Slingshot ☐ ;
- Some CSIS products are now being uploaded through ☐ Usage continues to expand as more and more CSIS officers are trained on its use;
- All PCO IAS documents, including standalone placemats, are uploaded and disseminated through Slingshot;[1]
- Some ITAC and documents are uploaded and disseminated through Slingshot ☐ .

CROS/SDOs

All clients noted above are currently covered by CROs/SDOs:

- *PM:* served by CSE CROs;
- *Min Public Safety:* served by PS SDO, to be augmented by a CSIS SDO that will also serve PCO
- *Min Emergency Preparedness:* served by CSE CRO;
- *Minister of Foreign Affairs:* served by GAC SDO; and
- *Minister of National Defence:* served by CSE CRO.

Issues to be resolved to reach IOC

- Ensure that all CSIS/ITAC/ reports for the clients listed above are all uploaded to Slingshot ☐ including through training of CSIS staff
- Check that CROs and SDOs are up to speed on the new process for the clients listed above;
- Ensure that CSE is able to create record of monthly reports;
- CSIS to complete request for assistance from CSE (CSE will then complete ops plan/MoU to implement the RFA);
- Training for CSIS SDO at Public Safety (with CSE), as well as and final logistics (workstation/secure IT and comms, etc).

Digitized process

- CFINTCOM already uses a digitized process for key client that tracks all products, briefings and other intelligence provided to all clients;
- Generally, of the clients noted above, CFINTCOM products go to those in DND portfolio (e.g. MND, Chief of Defence Staff, DM of Defence);
- In some specific instances, intelligence is also provided to the PM or Cabinet. This intelligence flows through he NSIA and is also recorded in the CFINTCOM digitized system;
- Data/metrics on dissemination are already available.
- ☐

Issues to be resolved to reach IOC

- Currently, only data on dissemination is provided through the digitized system. Readership is not captured, though could be captured manually.
- May require engagement with MNDO to ensure recording of readership.

Future Improvements

Resources/cost recovery
- Will need to explore cost recovery to CSE for Slingshot ☐ and/or CRO service

Capturing intelligence provided to clients in other forms
- CFINTCOM already captures *all* intelligence provided to clients, including requests for information and verbal briefings. In addition, PCO IAS captures and records verbal briefings (within and outside

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[1] The only PCO IAS products that are not uploaded to Slingshot are: a) placemats that are based on already-published assessments and used to support oral briefings; and Intelligence Profiles (IPs), written at the SECRET level and used to supplement PCO briefing binders for PM travel and Heads of State visits to Ottawa. IPs are also recorded and tracked, but further work may be required to capture likely capture exactly which senior client receives briefing binders that include IAS IPs.

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department). Other departments will need to establish similar process to capture/record intelligence provided in other forms, such as verbal briefings, departmental briefing notes, or any other method.

Service outside the National Capital Region
- Consideration could be given to broadening service beyond the NCR (above and beyond service to Minister LeBlanc)

Broader use of Slingshot
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Expanded client list and service delivery
- Once the process described above is up and running, consideration could be given to expanding the process to cover other Ministers and top-tier clients. Note that this would require additional resources for CSE
- CSIS is contemplating broadening of SDO function

More integrated curation/tailoring of intelligence to clients
- In the longer term, work could be done to provide intelligence from all departments to a given top-tier client in a more integrated/curated manner.