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Summary: This four page document is an outline of goals and plan of the media production Divisions of an unidentified organization. The document includes objectives and tasks of each division, and suggested monthly production schedule for the Media Council.

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Publication's Division

General Goals:

- 1- Issue publications to handle the interior issues.
- 2- Portray a clear picture on the situation in Iraq and its future.
- 3- Clarify and expose the danger of the apostates and other conspirators' forces on the region.
- 4- Ignite the Jihad spirit with the public.
- 5- Expose the strength of the group and make it more prominent, link to all outside groups that are affiliated with the organization and show the legal and military aspects
- 6- Clarify the agenda of the organization about Jihad and the Iraqi people
- 7- Proceed in supplying the arena with programmed publications.
- 8- Issue special publication to tarnish the reputation of the enemy and to expose his plans and crimes in the region.

Audio Production Section:

It is the branch which specializes in audio engineering and recording

- 1- To secure audio materials for production requirements
- 2- To make available an audio library for media offices which include hymns and lectures to supply the hostels
- 3- To record materials for the Shari'ah [Islamic law] division, and the groups.
- 4- To produce specific audio material for the organization from actual field conditions, whether it was legal, military or hymns.
- 5- To produce the audio statements from the organization.

Reading Production Section:

It is in the form of an electronic magazine, a local magazine, or periodic news bulletins.

- 1- To scientifically document the operation by the organization such as killing of the police, the [National] guards, defense, and others. To refute those who appear to cast doubt about jihad.
- 2- To clarify the recent news of developments in Iraq.

- 3- To take inventory for all the operations that take place in the land of al-Rafidayn [TC: Iraq] by means of military periodicals.
- 4- To empower and build up the capabilities of Mujahidin including al-Ansar [the supporters] and al-Muhajirin [emigrants], and allocate a section in the publications for them.
- 5- To empower and uplift the Islamic woman, particularly the wife of the Mujahid.

Visual Production Section:

It is the branch that works on combining audio and video, based upon certain criteria and a clear goal, and in accordance to technical basis in this field.

- 1- To work on issuing special productions with specified titles such as prayer to God in the organization, the prisoners and their treatment and all types of agents ... etc.
- 2- To produce videos for claiming military operations.

Media Offices Division

(It is the division that focuses on public awareness to gain the support of the people and distributes the publications and products; it is the linkage between the committee and the region)

- 1- To distribute the specific announcements to a military region, legal ...

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- 2- To work on public awareness for the purpose of gaining the support of the people to mujahidin and rally them against the enemy according to well researched plan, as example, (metal signs along roads and cloth posters inside the cities).
- 3- To publish every thing that is issued by the media committee from audio, movies, announcements and magazines; and to institute a mechanism for publishing and distributing (number of issues, places, and times) every thing which is issued by the media committee.
- 4- To supply the committee with their needs of articles and other things from the groups, or to request surveys, polls, or a study of public opinion,

Publishing and Copying Division

(It is the responsible division for copying the materials that are selected as suitable for publication within each center).

- 1- To work on providing the requested material by the committee.
- 2- To work on gradually increasing the numbers until the materials reach every home.
- 3- To work on having each region has its own center of publishing and copying (al-Qa'im, al-Hadithah and al-Ramadi centers).
- 4- To try to be creative, innovative, and economical and to attempt at attracting people to such products.

Design Division

(The division that deals with the handling of photographs and the creativity in their production)

- 1- To design the FrontPage and pages of the electronic bulletin, local magazine, and news cast.
- 2- To provide video production needs of design and others.
- 3- To provide the specific designs for the publication and copying center
- 4- To prepare the official paper for printing reports.
- 5- To produce specified designs for the internet pages, in case the reports are to be published on the internet.

Communication and Internet Division

(The division with linkages to the non-media sections; it establishes the linkage between the media offices and the person in charge of operations)

- 1- To provide representatives to maintain communication among regions.
- 2- To download reports, publications, and news on the internet (sites. Muntadayat [Forums]).
- 3- To collect news via the internet from all regions and providences (a person from outside the media committee, via the Emir [Commander] and according to a specified mechanism).
- 4- To provide all the needs of other Divisions from the internet.
- 5- To provide all equipments and needs of the media committee and its offices.

Photography Division

(Transmitting the factual truth through the motion or stationary pictures)

- 1- To explain the importance of photography to Emirs [commanders] and other divisions through the individual in charge of photography in the region.
- 2- To provide cameras to the region so that their needs for photography are satisfied.
- 3- To provide all special shots as requested by the audio-visual section, or by the design Division.
- 4- To conduct interviews with the public, after important events or blockades.

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- 5- To document all events of battles and destruction.
- 6- To strive for good quality in the type of photography.
- 7- To show some of the distinguished individuals and leaders in Jihad and present them to the nation through photography.

Archive Division and Information Center

(Archiving all the committee's outgoing and incoming products)

- 1- To keep and organize the videos.

- 2- To file the statements that are issued by the organization.
- 3- To establish a reading, audio, and visual library.
- 4- To create archive for the general events, particularly of al-Rafidayn, record and date such events.
- 5- To work on the archives of the satellite channels.
- 6- To maintain special information about some leaders and some of their history until they die.

Monthly work Plan of the Media Committee
20 August to 19 September, 2005

Work	Steps	Needs	Time Period	comments
Photographing in Hadithah area	Secure cameras, specify the number of photographers in Hadithah, train them and distribute them at their locations	Specify the location of the training session	One week	
Publication and copying center at Hadithah area	Provide an office, transport of equipments to the publication and copying center, appoint an individual for security in the front and assign three brethrens from al-Ansar to work on copying.	Secure the expenses for the place	Three weeks	
Publication and copying center at al-Qa'im area	Provide an office, transport of equipments to the publication and copying center, appoint an individual for security in the front and assign three brethrens from al-Ansar to work on copying	Secure the expenses for the place and provide the equipment	Four weeks	
Networking	Activate the role of networking and linkages among areas (al-Qa'im, Rawah, Hadithah, Hit, Baiji, and al-Ramadi) to collect the news	Meet the media official in the areas of al-Ramadi, Baiji, and Hit	Two weeks	
Media office (Hadithah): winning public support	Prepare 20 advertisements on cloth for Hadithah area	Provide the pieces of cloth and the place of the calligrapher	Ten days	
Media office (al-Qa'im, Hadithah): winning public support	Prepare 20 roadside advertisements on the main roads	The security situation in al-Qa'im being quite	Ten days	

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Provide cars for al-Qa'im, Hadithah	Secure cars, one for the media official in al-Qa'im and one for the individual in charge of photography in Hadithah and al-Qa'im	Three cars	Two weeks: Individual in charge of equipment	
Provide equipments	Provide equipments from the pool which is specifically allocated to the media committee	The arrival of the coordinator to receive the equipments	Two weeks	
Provide the cadre	Provide the necessary cadres	Specify the time of their entry: permission for their entry is already taken	Two weeks	

[End of translation]