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19 February 1968

MEMORANDUM FOR THE RECORD

SUBJECT : Meeting with FBIS Regarding Plans for the Use of a
Computer-Based System for Preparation of the Daily
Report

DATE : 13 February 1968

TIME : 10 A. M.

ATTENDEES:

[redacted]
[redacted] of FBIS
[redacted] of
PSD/OL

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1. A proposal for this system had been completed in February 1966 by OCS. Recently, upon inquiry, it was learned that FBIS had taken preliminary steps to implement the system. It had been included in their Five Year Plan, and funds for equipment rental were being included in their FY 1970 budget. The meeting was therefore requested by PSD to coordinate plans, inasmuch as the system could require substantial changes in the printing support of the operation provided by PSD.

2. [redacted] first gave a general description of the proposed system and explained its advantages to FBIS - the principle one of which was the automatic preparation of the paper mats which now require some 18 typists. Also, he stated that FBIS had been under considerable pressure to get started with the system and that there had been insufficient time to coordinate with OCS or PSD before proceeding with the budget request. He further stated that he had not felt at the time that PSD would be required to make any significant changes.

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3. A discussion followed regarding (a) the mechanical and manpower restraints now imposed on the printing operation which limits the number of pages per book, total pages and total impressions, (b) the immediate and future needs for more wordage to be printed, and (c) the alternative methods for providing offset masters or text pages as described in the proposal.

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4. The following facts were brought out:

a. FBIS is now forced to discard too much text material which is received from the field because of the limits imposed by the present printing system. Any future systems must provide for considerable expansion.

b. A mechanical limitation of 96 pages per book is required by the collator and an overall ceiling on pages and impressions is necessary because of personnel restrictions. PSD has not been able to obtain additional staffing for FBIS work. The only means for printing additional wordage in the foreseeable future, therefore, would be through further automation or an increase in the number of words per page without sacrifice in legibility.

c. In the proposed system, the only alternative method of providing the text to PSD which would allow increased wordage per page was the method using the Photon 713. The other alternatives - the use of the 1403 line printer or 2740 terminal to produce paper mats - cannot equal the present wordage per page (now obtained with 14-pitch typewriters) without unacceptable crowding of the text.

d. A preliminary study indicated that the photocomposing approach to the FBIS publications would permit a 100 percent increase in words per page. This approach will require an expenditure of approximately \$250,000 for Photons, tape drives, processor, remote terminal, a complete changeover in printing operations, relocating the operation in the new plant, and use of the large presses. It was estimated that the job could be done with an equivalent number of personnel but obviously with different skills.

e. It was apparent that unless PSD is able to properly plan and budget for support of the new system, the FBIS Five Year Plan for automating their operations could be self-defeating as the current FBIS plan would result in a net reduction in total printed wordage, rather than the increase they desire.

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5. The Chief, PSD, indicated that FBIS plans, supported by photocomposing in PSD coincide with current PSD efforts to modernize printing operations and that the conversion of FBIS reports for the use of computerized photocomposing will give impetus to our program for converting other Agency publications to this system. The equipment obtained for production of FBIS material could also be used for other work. The Chief, PSD, suggested that FBIS initiate a memorandum describing their current plans for implementing the system so that it could be discussed with the D/L and other concerned Agency officials. PSD would then be in a position to respond to a formal proposal regarding appropriate printing support which would be required by the plan.

6. [redacted] stated that they would discuss this matter with Mr. Seely, Chief, FBIS. He also stated that they had some misgivings about the scope editing technique required in their system. Further conversation indicated that they may have seriously underestimated the time required for the various software tasks and programming, and they are probably three to five years away from being operational.

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7. In a final discussion of what interim measures might be taken to increase the volume of wordage, three possibilities were mentioned:

- a. Use of part-time employees (now being checked out).
- b. Changes in text format.
- c. Increase in paper size from 8"x10 $\frac{1}{2}$ " to 8 $\frac{1}{2}$ "x11".

The latter two items will be examined with FBIS in the next two weeks.

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