[redacted].

Attached is Copy of

Port [redacted] Instruction.

Method of automatic

Status of Projects in PHD &

showing time Charged &

Completion dates — Looks Good.

CENTER ROUTING SLIP

FROM	NPIC/ODIR	DATE
		9 MAR 1971

TO				REMARKS
DIRECTOR				
DEP/DIRECTOR				
EXEC/DIRECTOR				
SPECIAL ASST				
ASST TO DIR				(3) C/RAD B
HISTORIAN				
CH/PPBS	2	6	8 9	
DEP CH/PPBS	1		9 3	(4) C/PPD
EXO/PPBS			9 3	16-3-71
CH/SS				
DEP CH/SS				
SC & P				
RECORDS MGT				
PERSONNEL				
LOGISTICS				
TRAINING				
SECURITY				
FINANCE				
COMMO				
CH/IEG				
DEP CH/IEG				
EXO/IEG				
CH/PSG				
DEP CH PSG				
EXO PSG				
CH/TSG				
DEP CH/TSG				
EXO/TSG				
DIR/IAS/DDI				
CH/DC-2				
CH/DI-8				
CH/SPAD				

IP FORM 30(12/70) OBSOLETE PREVIOUS EDITIONS

25X1

Approved For Release 2008/06/03 : CIA-RDP73T00325R000100020007-4

NPIC Staff Meeting

5 March 1971

[redacted] 25X1

1. Presentation of Suggestion Award

Mr. Lundahl presented [redacted] PhD/IEG, with a $240.00 award for his employee suggestion on "Automation of Production Control and Production Statistics." 25X1

2. Letters of Appreciation

a. Mr. Lundahl read a letter received from [redacted] 25X1
Executive Secretary, Department of State, which expressed appreciation for the briefing given by [redacted] of IEG to Secretary of State Rogers on 19 February. 25X1

b. Mr. Lundahl read a letter sent to the Chief, TSG, from the Deputy Chief, Photogrammetry Division, IEG, which commended the support given to PhD by [redacted] of the Engineering Support Division. 25X1

3. Events of the Past Week

a. Monday, 1 March - Mr. Lundahl attended the National Civil Service League Reception at the University Club. [redacted] the DDI, is this year's Agency winner. The Banquet will be held on the 23rd of April. 25X1

b. Tuesday, 2 March - Mr. Lundahl gave an orientation briefing to [redacted] the new Deputy Chief of ACSI, and members of his staff. 25X1

c. Wednesday, 3 March - The President of the [redacted] 25X1
[redacted], was briefed on NPIC by Mr. Lundahl. A briefing and working 25X1
lunch followed in IEG. [redacted] commended the IEG persons who participated in this briefing. 25X1

d. Thursday, 4 March - The Director, CRS [redacted] was briefed on the IIS in PSG/AID. 25X1

SECRET

e. Thursday, 4 March - Mr. Lundahl lunched with [redacted] the Deputy Director, [redacted] Following the luncheon, [redacted] were briefed in IEG on camouflage. 25X1

f. Thursday, 4 March - Mr. Lundahl gave an orientation briefing to Mr. [redacted] the Director of the NIPE Staff. 25X1

g. Friday, 5 March - The Director, OSR [redacted] and OSR Division Chiefs visited NPIC for discussions with [redacted] IEG Division Chiefs on future support to OSR after a new collection system becomes operational. 25X1

4. Executive Council Meeting

Mr. Lundahl reported on items of interest from the Executive Council Meeting of Friday, 5 March. The meeting for Tuesday, 2 March, was cancelled. Of particular note were the following:

a. The DCI has been extensively involved in the briefing of Congressional Committees this week.

b. Government Service Pins will be passed out to the various offices for distribution.

c. [redacted] will become Acting Director, IAS, effective Monday, 8 March. 25X1

d. It was announced that there would be a DDI Production Meeting on Friday, 12 March.

5. Upcoming Events

a. Monday, 8 March - [redacted] to host the DC-2 Awards Ceremony in the Main Auditorium. 25X1

b. Tuesday, 9 March, 1130 - Mr. Lundahl and [redacted] to lunch with [redacted] and others. 25X1

c. Thursday, 11 March, 0900 (Tentative) - [redacted] newly appointed Defense Attache, Moscow, and [redacted] to visit NPIC. 25X1

d. Monday, 15 March, 1000 [redacted] 25X1

e. Monday, 15 March, 1230 [redacted] to lunch with Mr. Lundahl at the Cosmos Club. Following the luncheon, the group will be briefed in the Beige Room. 25X1

f. Tuesday, 16 March, 0900 - Mr. Lundahl to brief [redacted] the Vice-President's Science Advisor, [redacted] the National Aeronautics and Space Council. 25X1

SECRET

6. [redacted] 25X1

a. [redacted] reported that [redacted], IEG, has been 25X1
selected as a DDI nominee to the next Midcareer Course.

b. [redacted] commented briefly on the meeting held earlier today 25X1
with [redacted] Director, OSR and OSR Division Chiefs. The meeting 25X1
discussed what NPIC's capabilities will be to continue to assist OSR
concerns which call for intelligence assist.

7. [redacted] 25X1
reported that [redacted] is at ISOTROPIC today. 25X1

b. [redacted] commented briefly on his attendance at the Midcareer 25X1
Development Course.

8. [redacted] 25X1
stated that reports he has received indicate that [redacted] 25X1
[redacted] briefing of the EOI project officers earlier today was excellent. 25X1

9. [redacted] 25X1
reported that Mr. Brugioni's paper on the Cuban Missile
Crisis is almost ready for printing.

[redacted] commented on the pressures that the NPIC Historian has 25X1
been under recently to meet the [redacted] imposed deadlines on the 25X1
history project. [redacted] has sent a memo to [redacted] on this 25X1
subject.

1445 - 1530 mcg

SECRET

IMPORTANT: See reverse of Copy 3 for hints on developing & presenting suggestions. Use TYPEWRITER or BALL POINT PEN; complete all items except "Suggestion No." which will be assigned by the Suggestion Awards Committee. IF ADDITIONAL SPACE IS NEEDED use plain paper (3 copies). Submit all attachments in 2 copies. A copy will be returned to you with the Suggestion No. assigned for your reference.

WORKING PAPER

[X] SECRET [ ] CONFIDENTIAL [ ] ADMINISTRATIVE INTERNAL USE ONLY [ ] UNCLASSIFIED

N 043-1

IDEAS & KEYS to the FUTURE

EMPLOYEE SUGGESTION

(Do Not Write in This Space)

TO WHOM IT MAY CONCERN

THE ACCEPTANCE BY ME OF A CASH AWARD FOR THIS SUGGESTION SHALL CONSTITUTE AN AGREEMENT THAT THE USE OF THE SUGGESTION BY THE UNITED STATES SHALL NOT FORM THE BASIS OF A FURTHER CLAIM OF ANY NATURE UPON THE UNITED STATES BY ME, MY HEIRS, OR ASSIGNS.

DATE: 19 October 1970

NAME OF SUGGESTER: [X] MR. [ ] MRS. [ ] MISS

POSITION TITLE: Photogrammet - Anal

GRADE: GS-13/3

HQS ONLY

ROOM | BUILDING | OFF/DIV/BRANCH

TELEPHONE

IF CONSULTATION IS REQUIRED, MAY WE REFER YOUR NAME TO THE EVALUATOR? [ ] YES [ ] NO

HQS ONLY

25X1

25X1

TITLE OR SUBJECT OF SUGGESTION: Automation of Production Control and Production Statistics

SUGGESTION NO.: 71-162

PRESENT METHOD My suggestion is the method presently in use. Prior to 1968, the method used for controlling and maintaining the flow of production was:

1) When a project was received, pertinent data for that project was posted on a stick-up board (similar to those used in churches, buses, and rail stations) with white plastic letters and numbers, under projects unassigned.

2) As the project went into production these numbers and letters had to be removed and posted under projects in-work.

3) When the projects were completed, again the numbers and letters had to be removed, and posted under completed projects.

4) All production statistics had to be kept current by hand computations and manually posting on the boards. Once a week, for a permanent record, the boards would be photographe

I SUGGEST

In the Spring of 1968 I suggested that as each request for mensuration came into the Division that all the pertinent data be punched on a IBM card. Then these cards could be run through the computer to make a daily listing. Also all production statistics were manually tallied from the computer listing. (See Attachment #1.)

In the Fall of 1969 I wrote a computer program that utilizes the data on the above mentioned IBM cards. This program completely automates the keeping of all Division Production Statistics. (See Attachment #2)

ADVANTAGES One advantage of this suggestion is that by having the pertinent information on a punched card this information is then in a format that can be read directly into a computer either for listing or for manipulation through a program. By standardizing the format used in punching the data onto cards, these cards can be used to control the flow of the projects through all phases of the mensuration cycle. At any given time management can tally-up how much work he has waiting to go into production, how much is in production, and how much has been completed. These statistics are available on a daily, weekly, monthly, or yearly basis. (Continued)

FORM 241 (7-67) USE PREVIOUS EDITIONS

[X] SECRET [ ] CONFIDENTIAL [ ] ADMINISTRATIVE INTERNAL USE ONLY [ ] UNCLASSIFIED (47)

WORKING PAPER

Attachment to Suggestion 71-162 (N 043-1)

25X1

EMPLOYEE SUGGESTION - [redacted] Advantages -(Continued)

The most significant advantage is that by having this information automated it has been a great time saver. Prior to this a clerk had to devote almost full-time maintenance of the stick-up boards. Now she only has to punch up one card upon receiving an incoming project, which takes only seconds. From this time on the photogrammetrist who performs the mensuration is responsible for updating the card i.e., indicating that the project is either in work or completed. If it is completed he indicates the amount of time spent in completing the project and the completion date. Each morning the clerk reads the cards into the computer. The output from the computer is the daily production status of all projects. The time it takes to do this is less than ten minutes a day.

Attachment to Suggestion 71-162 (N043-1)

USER'S MANUAL

for

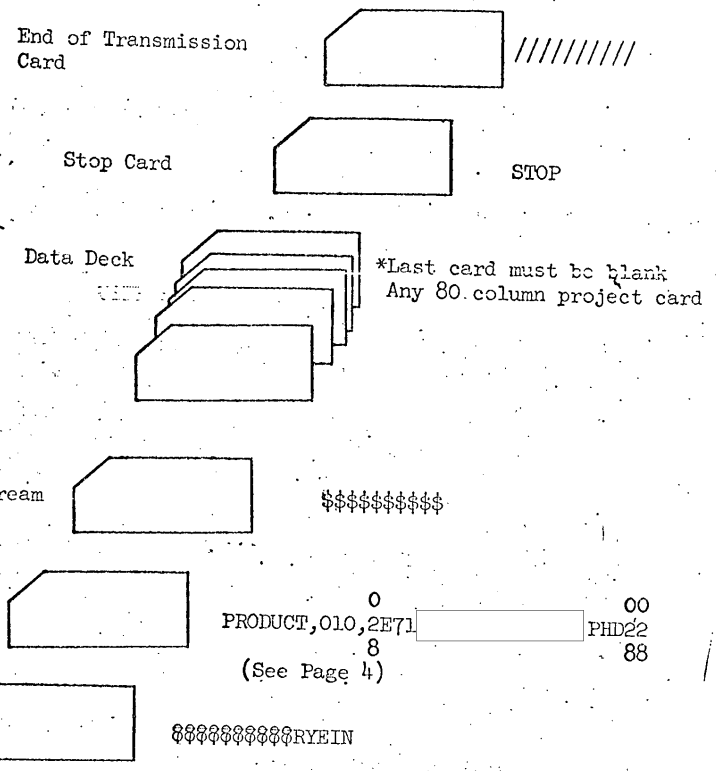
PRODUCT

Symbolic Title: Product
Analyst : [redacted]
Date : October 1970

25X1

The computer program PRODUCT written in FORTRAN IV for use on the DCT 2000 is a program to give the third phase production statistics, and MIS products for each month. Inputs are the number of copies desired, the name of the month and the year, and the 80 column-data. Output consists of the third phase monthly statistics for the Photogrammetry Division, the Analysis Branch, and the Mensuration Branch summaries. Also given are the totals for the Division's Management Information System Product Codes. The number of copies of these summaries are dictated on input.

Card Assembly For PRODUCT



25X1

PROGRAM PRODUCT

Important Notes:

1) The maximum number of copies of the output is limited to four copies.

2) The number of copies of the output is determined by an integer 1 through 4 in column 40 on the program name card.

3) The name of the month to be printed on the output is determined by punching in columns 50 through 59, on the program name card, the name of the month.

4) The number of the year is determined by punching on the program name card in columns 61 through 64 the year.

5) The last card of the data deck must be a blank card.

6) Nowhere in the data deck should there be any card other than a project card with the project number's first digit in column 1.

7) Nowhere in the data deck can there be a 7777777777 8888888888 RYEIN card or a ////////// (10 slash) card.

PROGRAM PRODUCT

INPUT DATA

Type: RYEIN card

Column	Entry	Comment
1-10	7777777777 8888888888	Multi punched 7 and 8
11-15	RYEIN	

PROGRAM PRODUCT

INPUT DATA

Type: Program Name Card

Column	Entry	Comment
1-7	PRODUCT	Program Name
8	,	Comma
9-11	010	Len No.
12	,	Comma
13	0 2 8	Multi punch 0,2,8
14-16	E71	Component No.
17	,	Comma
18-	BROWN,3052,PHD2	Analyst's name, phone, Di
*40	I	*Integer: 1,2,3,4
50-59	SEPTEMBER	Name of Month
61-64	1970	Year

*Determines number of copies of output

PROGRAM PRODUCT

INPUT DATA

Type: Dollar Card

Column	Entry	Comments
1-10	$$$$$$$$$$	

PROGRAM PRODUCT

INPUT DATA

Type: Data Cards

Column	Entry	Comments
1-6	Any Integer	Corresponds to Project Number
7-8	Any Alpha-Numeric	Corresponds to Split Indicator
11-19	Any Alpha-Numeric Character	Corresponds to WAC/PIC number
21-25	Any integer	1st digit = last digit of year 2nd & 3rd = month 4th & 5th = day
31-39	Any Alpha-numeric	Requester's name
41-49	" " "	Photogrammetrist's name
51-55	Any Integer	Estimated completion date (same format as above)
61-65	Any Integer	Actual completion date (same format as above)
71-73	Any Integer	Total hours worked on project
75-77	Alpha-Numeric	Products code
79-80	Alpha-Numeric	S=Stereo, P=Positioning 1-Analysis Branch, 2=Mensuration Branch

*Note last card of data deck must be a blank card

THIRD PHASE PROJECTS COMPLETED DURING THE MONTH OF DECEMBER 1969

COMPLETED PROJECTS

BASIC AND DIRECT SUPPORT

PROJ. NO.	WAC/PIC	DUE DATE	REQUESTOR	ASSIGNEE	EST. DATE	COMP. DATE	HRS.	S
20012	0239/35P	08-12-69			08-12-69	01-12-69	001	1
20011	0168/116D	01-12-69			01-12-69	01-12-69	004	1
50622	8888/	04-12-69			04-12-69	01-12-69	033	2
50603	0246/6H	08-12-69			08-12-69	01-12-69	008	1
20011	0153/111A	01-12-69			01-12-69	01-12-69	008	1
43241KG	0000/0000	04-12-69			04-12-69	01-12-69	012	2
20011	0233/	28-11-69			01-12-69	01-12-69	003	1
20011	0233/95A1	28-11-69			01-12-69	01-12-69	003	1
11052EB	0497/59B	28-11-69			28-11-69	01-12-69	008	1
20908	0287/38	28-11-69			21-11-69	02-12-69	020	S1
50603	0246/6W2	08-12-69			08-12-69	02-12-69	002	1
20012	0164/5J	08-12-69			08-12-69	02-12-69	003	1
20012	0206/1289	08-12-69			08-12-69	02-12-69	003	1
20012	0239/35R	08-12-69			08-12-69	02-12-69	003	1
20417	0167/149	03-12-69			03-12-69	03-12-69	006	S2
72002	0616/	03-12-69			03-12-69	03-12-69	032	S2
10030	0199/14	16-12-69			16-12-69	03-12-69	002	1
50537	0092/19	08-12-69			08-12-69	03-12-69	012	1
50603	0246/6W	08-12-69			08-12-69	03-12-69	003	1
50603	0246/6W1	08-12-69			08-12-69	03-12-69	003	1
50603	0246/6W3	08-12-69			08-12-69	03-12-69	003	1
50603	0246/6W4	08-12-69			08-12-69	03-12-69	003	1
20011	0168/150A2	28-11-69			03-12-69	03-12-69	004	1
10030	0291/48S	12-12-69			12-12-69	03-12-69	002	1
51354	0333/	08-12-69			08-12-69	03-12-69	006	S1
20376	0156/168	12-12-69			12-12-69	03-12-69	009	1
20210	0235/10J2	OPEN			05-12-69	04-12-69	004	2
20210	0235/48	OPEN			05-12-69	04-12-69	008	2
20011	0153/114B1	28-11-69			15-12-69	04-12-69	004	1
20990BR	0380/8D	08-12-69			08-12-69	04-12-69	006	1
20011	0233/37I1	15-12-69			15-12-69	04-12-69	006	1
50600	0586/120	04-12-69			04-12-69	04-12-69	003	2
50600	0586/51A	04-12-69			04-12-69	04-12-69	003	2
20908	0287/38	12-12-69			05-12-69	05-12-69	010	S1
50622	8888/	05-12-69			05-12-69	05-12-69	026	2
20450	0325/28C	06-01-70			06-01-70	05-12-69	006	1
20012	0239/35R	17-12-69			17-12-69	08-12-69	004	1
20011	0233/44S3	15-12-69			15-12-69	08-12-69	004	1
20011	0233/31S1	15-12-69			15-12-69	08-12-69	004	1
50537	0162/7W1	16-12-69			16-12-69	08-12-69	004	1
20011	0233/66A1	15-12-69			12-12-69	08-12-69	004	1
20990BR	0380/21A	08-12-69			08-12-69	08-12-69	012	1
50537	0328/27V	15-12-69			12-12-69	08-12-69	016	1
20338	7777/082A2	07-01-70			07-01-70	08-12-69	010	1
10030	0051/31A	15-12-69			09-12-69	09-12-69	002	2
20990BT	0380/65F1	12-12-69			12-12-69	09-12-69	008	1
20011	0168/154A	28-11-69			09-12-69	09-12-69	008	1
10030	0232/155	09-12-69			09-12-69	10-12-69	004	1
10030	0169/272	09-12-69			09-12-69	10-12-69	004	1
10030	0169/129	09-12-69			09-12-69	10-12-69	004	1
50605	0153/	09-12-69			09-12-69	10-12-69	008	S1

25X1

WORKING PAPER

25X1

[illegible]	0167/16C2	11-12-69	12-12-69	11-12-69	002	1
[illegible]	0051/40C	12-12-69	12-12-69	11-12-69	002	1
250622	8868/	08-12-69	11-12-69	11-12-69	046	2
140241CA	18 REQS.	04-11-69	.CONT	11-12-69	000	2
140242CA	20 REQS.	12-11-69	.CONT	11-12-69	000	2
710030	0167/46J	11-12-69	11-12-69	11-12-69	004	1
220519	0287/1U	18-12-69	18-12-69	11-12-69	004	1
220011	0328/12C2	31-12-69	11-12-69	11-12-69	004	1
220011	0168/58J2	15-12-69	15-12-69	11-12-69	008	1
250594	0199/2Y	12-12-69	12-12-69	11-12-69	003	1
250594	0199/	12-12-69	12-12-69	11-12-69	003	1
250594	0199/2Z	12-12-69	12-12-69	11-12-69	003	1
220990BR	0380/65	12-12-69	12-12-69	11-12-69	008	1
220011	0168/29B1	15-12-69	12-12-69	11-12-69	008	1
250592	0246/24	19-12-69	19-12-69	12-12-69	002	1
250592	0246/6R2	19-12-69	19-12-69	12-12-69	002	1
250592	0246/22	19-12-69	19-12-69	12-12-69	002	1
250592	0246/21	19-12-69	19-12-69	12-12-69	002	1
250592	0246/604	19-12-69	19-12-69	12-12-69	002	1
250592	0246/20	19-12-69	19-12-69	12-12-69	002	1
250592	0246/36A	19-12-69	19-12-69	12-12-69	002	1
220210	0132/17A1	OPEN	19-12-69	12-12-69	002	1
220253	0250/62U1	12-12-69	05-12-69	12-12-69	040	2
250594	0199/2S	12-12-69	12-12-69	12-12-69	008	S1
250594	0168/47A2	18-12-69	12-12-69	14-12-69	004	1
710030	0167/35	12-12-69	18-12-69	14-12-69	004	1
220011	0168/24A2	15-12-69	12-12-69	14-12-69	001	1
220011	0168/40M	15-12-69	12-12-69	15-12-69	008	1
250594	0199/2V3	12-12-69	12-12-69	15-12-69	004	1
250594	0201/9A1	12-12-69	12-12-69	15-12-69	006	1
250594	0201/	12-12-69	12-12-69	15-12-69	008	1
710030	0167/77A	19-12-69	12-12-69	15-12-69	007	1
250594	0199/2T	12-12-69	19-12-69	15-12-69	001	1
220011	0153/171A	28-11-69	12-12-69	15-12-69	004	1
220011	0152/15A1	28-11-69	15-12-69	15-12-69	016	1
220011	0168/61K2	15-12-69	15-12-69	15-12-69	004	1
250537	0194/	22-12-69	12-12-69	15-12-69	016	1
220449	0234/9B1	19-12-69	22-12-69	16-12-69	002	2
220990BW	0380/12D	12-12-69	19-12-69	16-12-69	016	2
220367	0201/18A	25-11-69	12-12-69	16-12-69	024	1
250594	0328/28H	11-12-69	25-11-69	16-12-69	080	1
220348	0234/13A1	16-12-69	11-12-69	16-12-69	008	1
220669	0235/10A	20-12-69	16-12-69	16-12-69	006	S1
220990CB	0380/65J	22-12-69	22-12-69	17-12-69	001	1
220371	0167/77A2	18-12-69	22-12-69	17-12-69	001	1
710030	0234/5A	09-01-70	18-12-69	17-12-69	006	1
250594	0328/27W	11-12-69	18-12-69	18-12-69	004	1
250594	0328/27K3	11-12-69	11-12-69	18-12-69	006	1
250594	0328/	11-12-69	11-12-69	18-12-69	006	1
710030	0154/101	19-12-69	11-12-69	18-12-69	006	1
710030	0167/84	29-12-69	18-12-69	18-12-69	002	1
250076AA	0154/13C	19-12-69	29-12-69	18-12-69	002	1
250614	0248/17	18-12-69	19-12-69	19-12-69	014	1
710030	0167/75	29-12-69	18-12-69	19-12-69	008	S1
710030	0091/1	23-12-69	29-12-69	19-12-69	002	1
710030	0051/7	23-12-69	23-12-69	19-12-69	002	1
710030	0167/85	29-12-69	23-12-69	19-12-69	002	1
710030	0168/47	OPEN	29-12-69	19-12-69	002	1
710030	0167/80	18-12-69	29-12-69	19-12-69	002	1
151017	0615/	17-12-69	13-12-69	19-12-69	002	1
250622	8888/	11-12-69	19-12-69	19-12-69	020	S2
250594	0328/	11-12-69	12-12-69	19-12-69	042	S2
250594	0328/27W1	11-12-69	11-12-69	21-12-69	006	1
220990CC	0380/65A	22-12-69	11-12-69	21-12-69	006	1
220990BY	0380/65A1	17-12-69	22-12-69	21-12-69	020	1
			17-12-69	21-12-69	008	1

WORKING PAPER

25X1

[illegible]	0380/1150	17-12-69	[illegible]	[illegible]	[illegible]	1
[illegible]	0325/6101	22-12-69	[illegible]	22-12-69	21-12-69	006	1
[illegible]	0156/262	22-12-69	[illegible]	22-12-69	21-12-69	006	1
[illegible]	0156/	22-12-69	[illegible]	22-12-69	21-12-69	006	1
250594	0325/61P2	22-12-69	[illegible]	22-12-69	21-12-69	006	1
250594	0325/	22-12-69	[illegible]	22-12-69	21-12-69	006	1
250594	0249/330	22-12-69	[illegible]	22-12-69.	22-12-69	004	1
250594	0161/A2	23-12-69	[illegible]	22-12-69	22-12-69	004	1
250594	0153/36J5	23-12-69	[illegible]	22-12-69	22-12-69	004	1
143242DA	30 REQS.	12-11-69	[illegible]	CONT	22-12-69	000	2
143241DA	26 REQS.	04-11-69	[illegible]	CONT	22-12-69	000	2
220C74	0245/2A1	24-12-69	[illegible]	24-12-69	22-12-69	003	1
710030	0103/26	05-01-70	[illegible]	05-01-70	23-12-69	001	1
111052ND	0169/272	30-12-69	[illegible]	30-12-69	23-12-69	001	1
710030	0233/29A	09-01-70	[illegible]	09-01-70	23-12-69	001	1
710030	0091/2	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0091/8	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0091/11	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0102/5	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0102/10	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0249/23	12-01-70	[illegible]	12-01-70	23-12-69	001	1
710030	0169/13	22-01-70	[illegible]	22-01-70	23-12-69	001	1
710030	0102/15A	05-01-70	[illegible]	05-01-70	23-12-69	001	1
710030	0102/29	05-01-70	[illegible]	05-01-70	23-12-69	001	1
111052ND	0169/102	30-12-69	[illegible]	30-12-69	23-12-69	001	1
111052ND	0232/155	30-12-69	[illegible]	30-12-69	23-12-69	001	1
111052ND	0232/51	30-12-69	[illegible]	30-12-69	23-12-69	001	1
111052ND	0232/41	30-12-69	[illegible]	30-12-69	23-12-69	001	1
710030	0154/47	23-12-69	[illegible]	23-12-69	23-12-69	001	1
111108KF	8888/	19-12-69	[illegible]	24-12-69	24 12-69	008	2
220455	0253/4	07-01-70	[illegible]	19-12-69	24-12-69	050	2
250594	0325/61K1	22-12-69	[illegible]	22-12-69	24-12-69	006	1
250594	0325/61T	22-12-69	[illegible]	22-12-69	24-12-69	006	1
710030	0154/66C	12-01-70	[illegible]	12-01-70	29-12-69	002	1
250594	0249/	19-12-69	[illegible]	19-12-69	29-12-69	008	1
250594	0165/	17-12-69	[illegible]	17-12-69	29-12-69	008	1
710030	0236/	29-12-69	[illegible]	24-12-69	29-12-69	002	1
220248	0245/38	29-12-69	[illegible]	29-12-69	29-12-69	010	1
710030	0233/31A	12-01-70	[illegible]	12-01-70	29-12-69	003	1
250076	0250/110J	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250076	0233/4489	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250076	0233/4484	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250076	0233/44E3	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250076	0233/	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250076	0233/	07-01-70	[illegible]	07-01-70	29-12-69	003	1
250537	0194/	19-12-69	[illegible]	19-12-69	30-12-69	004	1
220908	0287/38	31-12-69	[illegible]	31-12-69	30-12-69	004	1
220908	0287/7	31-12-69	[illegible]	31-12-69	30-12-69	004	1
220248	0245/38	08-01-70	[illegible]	30-12-69	30-12-69	002	1
250076	0233/4487	07-01-70	[illegible]	07-01-70	31-12-69	004	1
250076	0233/4485	07-01-70	[illegible]	07-01-70	31-12-69	004	1
250076	0233/	07-01-70	[illegible]	07-01-70	31-12-69	004	1
250076	0233/	07-01-70	[illegible]	07-01-70	31-12-69	004	1
250076	0233/	07-01-70	[illegible]	07-01-70	31-12-69	004	1
220346	0167/73	18-12-69	[illegible]	24-12-69	31-12-69	012	2
220346	0234/308	18-12-69	[illegible]	24-12-69	31-12-69	008	2
220346	0161/10J	18-12-69	[illegible]	24-12-69	31-12-69	008	2
220346	0156/165	18-12-69	[illegible]	24-12-69	31-12-69	008	2
220346	0167/46E3	18-12-69	[illegible]	24-12-69	31-12-69	008	2
220346	0161/6A	18-12-69	[illegible]	24-12-69	31-12-69	008	2
250146	0329/	12-01-70	[illegible]	12-01-70	31-12-69	004	1
250600	0233/64N	05-01-70	[illegible]	05-01-70	31-12-69	002	1
250600	0233/26L	05-01-70	[illegible]	05-01-70	31-12-69	002	1
250600	0232/95P3	05-01-70	[illegible]	05-01-70	31-12-69	002	1
250600	0232/291A	05-01-70	[illegible]	05-01-70	31-12-69	002	1
250600	0233/12L1	05-01-70	[illegible]	05-01-70	31-12-69	002	1

WORKING PAPER

[illegible]	0326/[illegible]	[illegible]	31-12-69	006	1
[illegible]	0287/19	31-12-69	31-12-69	004	1
[illegible]	0287/35	31-12-69	31-12-69	006	1
[illegible]	0287/8	31-12-69	31-12-69	004	1
220908	0287/25	31-12-69	31-12-69	003	1
220908	0287/25	31-12-69	31-12-69	004	1

PROJ. NO.	AC/PIC	DUE DATE	EST. DATE	COMP. DATE	HRS.	
451404	1039/134-5	OPEN	26-11-69	01-12-69	002	2
450067	8888/	02-12-69	02-12-69	02-12-69	001	1
450067	0322/	08-12-69	02-12-69	02-12-69	001	1
450687	0289/	10-12-69	10-12-69	08-12-69	004	1
450063	7777/82A1	05-12-69	05-12-69	08-12-69	010	1
451354	0333/	05-12-69	05-12-69	11-12-69	012	1
450687	0290/27J	29-12-69	17-12-69	17-12-69	006	1
451404	1102/006-6	31-12-69	23-12-69	17-12-69	004	1
451404	1038/068-8	31-12-69	23-12-69	18-12-69	005	1
451404	1044/132-4	25-12-69	23-12-69	18-12-69	003	1
451404	1039/068-3	08-12-69	31-12-69	18-12-69	004	1
451404	1038/084-3	02-12-69	31-12-69	18-12-69	004	1
451404	1044/085-8	31-12-69	23-12-69	19-12-69	008	1
451404	1041/112-3	31-12-69	23-12-69	19-12-69	002	1
450067	8888/	17-12-69	19-12-69	19-12-69	008	1
450067	8888/	22-12-69	19-12-69	19-12-69	002	1
450687	0380/73	21-12-69	19-12-69	19-12-69	006	1
451404	1042/053-7	27-12-69	31-12-69	22-12-69	007	1
451404	1042/116-1	08-12-69	31-12-69	22-12-69	001	1
451404	1102/022-2	26-12-69	29-12-69	22-12-69	002	1
451404	1101/069-9	26-12-69	29-12-69	22-12-69	009	1
451404	1101/086-5	15-12-69	31-12-69	22-12-69	006	1
451404	1041/006-5	15-12-69	31-12-69	22-12-69	005	1
451555	7777/311A	26-12-69	29-12-69	24-12-69	016	1
451404	1044/101-3	15-12-69	23-12-69	24-12-69	003	2
451404	1039/038-8	15-12-69	23-12-69	24-12-69	005	2
451404	1102/037-8	11-12-69	23-12-69	30-12-69	008	1
451404	1038/132-1	31-12-69	31-12-69	30-12-69	011	1
451404	1102/037-6	11-12-69	23-12-69	30-12-69	006	1
451404	1102/053-3	12-12-69	23-12-69	30-12-69	003	1
450067	0233/67L	31-12-69	31-12-69	31-12-69	001	1
451556	0287/2D	30-12-69	30-12-69	31-12-69	002	1
451556	0287/25	30-12-69	30-12-69	31-12-69	002	1

THIRD PHASE MONTHLY SUMMARY DECEMBER 1969

DIRECT SUPPORT PROJECTS COMPLETED	--ANALYSIS BRANCH--	162	832 HOURS
DIRECT SUPPORT PROJECTS COMPLETED	--METRICS BRANCH--	24	407 HOURS
IAS SUPPORT PROJECTS COMPLETED	--ANALYSIS BRANCH--	106	159 HOURS
IAS SUPPORT PROJECTS COMPLETED	--METRICS BRANCH--	16	10 HOURS
TOTAL PROJECTS COMPLETED--PHOTOGRAMMETRY DIVISION--		308	1408 HOURS
STEREO PROJECTS COMPLETED--PHOTOGRAMMETRY DIVISION--		12	

////////////////////////////////TOP SECRET RUFF////////////////////////////////

WORKING PAPER

SUMMARY AND RECOMMENDATIONS FOR THE COMMITTEE

SUGGESTION NO. 71-162: dated 19 October 1970

25X1

Photogrammet-Anal
Directorate of Intelligence/NPIC

A. Summary of Suggestion

1. Background

Prior to 1968, the control method used for statistics production was:

a. Upon receipt of the project, pertinent data was posted on a stick-up board (similar to those used in churches and train stations) with white plastic letters and numbers, under projects unassigned.

b. As the project went into production, these numbers and letters were removed and posted under projects in-work. When the projects were completed, the numbers and letters were removed, and posted under completed projects.

c. All production statistics were kept current by hand computations and manual posting on the boards. Once a week, for a permanent record, the boards were photographed.

2. Suggestion

a. In the Spring of 1968, the suggester proposed that each request for mensuration be punched on an IBM card; then run the cards through the computer to compile a daily listing. At that time, no capability existed within Imagery Exploitation Group/Photogrammetry Division (IEG/PHD) to implement the suggestion.

b. From September 1968 to January 1969, Mr. [redacted] was sent to the University of Illinois for training. His major course of study was Photogrammetry. He also attended one course in the Computer Science Section on FORTRAN IV (Formula Translation). Upon his return, he wrote a computer program utilizing the data from the IBM cards. The program completely automates the keeping of all Division Production Statistics (attached).

25X1

3. Advantages

a. By having the pertinent information on a punched card, the information is in a format that can be read directly into the computer either for listing or for manipulation through a program.

b. Standardization of the format used in punching data onto cards enables the cards to be used to control the flow of the projects through all phases of mensuration cycle.

c. At any given time, management can tally-up how much work is awaiting production, how much is in production, and how much has been completed. These statistics are available on a daily, weekly, monthly, or yearly basis.

d. Much time has been saved by having the information automated. Previously, a clerk had to devote almost full-time maintenance to the stick-up boards. Now, the clerk only has to punch a card for an incoming project. From this time on, the photogrammetrist performing the mensuration is responsible for updating the card, i.e., indicating that the project is either in work or completed. If it is completed, he indicates the amount of time spent in completing the project and the completion data. The cards are read into the computer each morning by the clerk. The output from the computer is the daily production status of all projects.

B. Evaluations

1. NPIC/IEG 'PHD has been using this method for its production control since the Fall of 1969; it is extremely useful at all management levels. Through this method, a project is controlled from the time it enters the Division until

it is completed and returned to the requester.

2. A daily run is made each morning of all projects in the Division. This provides management at the division, branch and section level with an up-to-date accounting of the status of all projects. This method also provides a periodic summary of hours and other pertinent information on the production of the Division. The time required to prepare the project status report is less than ten minutes daily.

3. The NPIC Suggestion Panel recommended that the suggester be awarded only for the procedural change in the management technique, not for writing the program. PSG/AID provides an open-shop FORTRAN capability for the use of NPIC components in developing programs to assist them in their work. The intangible benefits are the timeliness of information which is important for daily intelligence production and at times is critical (HIGH/LIMITED). The tangible savings are 500 man-hours at the clerk level of GS-05/5 (500 x $3.57 = $1,785). The PHD film clerk previously had to do the bookkeeping manually, spending approximately 10 hours per week on this project.

C. Recommendation of the Executive Secretary

1. Not line of duty. At the tim originated the idea, he was a unit chief. Programming was not within his job responsibilities, and he had no programming experience. 25X1

2. $240 award based upon first-year tangible savings of $1,785 ($140), plus intangible benefits of HIGH/LIMITED ($100). 25X1

D. Decision of the Committee

_____Approved _____Award

_____Disapproved _____Date

Att

NOTE: Machine Listing to illustrate this suggestion more extensively is classified CODEWORD. Copy will be available at the Meeting.