NPIC/P&DS/D/6-778
10 February 1966

MEMORANDUM FOR THE RECORD

SUBJECT: [redacted] Brief at NPIC on 9 February 1966

25X1A 1. [redacted] the Project Manager, along with eight other members
25X1A of the [redacted] team made a presentation on the planned course for the Information Flow Analysis (Project #991316). One or more representatives of each Division attended the meeting and received the information contained in Attachments 1 and 2. The level of discussion was kept at Secret or lower because the appropriate clearances have not come through for the [redacted] 25X1A
personnel. It is now hoped to get the clearances and project underway by 1 March 1966. The Phase1 study is scheduled for completion 5 months after the starting date of the Project.

25X1A 2. The following is a further expansion of the chart shown on the front page of Attachment 1.

Users' Requirements - The what and why of the system through 1972. The needs, use and the purpose of the requirements. The system will be designed to meet these requirements.

25X1A Analysis of Users' Requirements - [redacted] reviews for duplication, similarity, overlap, etc., and synthesizes a list of requirements.

25X1A Operational System - [redacted] Gathers all information on current operational system, detail organization, procedures, programming, data flow, security, etc.

25X1A Inputs & Outputs - This will enable [redacted] to define the boundries of the system, the general output for the users' requirements plus the form range and volume of information.

Current System Flow Charts - Documentation and present flow charts. Time required, volume and types of information. Explore means to improve current system without interrupting present flow.

System Constraints - Physical factors, legal, government rules, security restrictions on flow. Limit on changes in structure. Limits of space, people, money, etc.

Design & Evaluation Criteria - Select systems as to: cost, time, size, automation, flexibility. Identify what the order of importance is in the design criteria.

Alternate Conceptual Design - What changes are needed to make the design capable of handling the requirements? Areas where automation is best, alternate equipment and techniques considered, and evaluate the designs and select the best design.

Conceptual Design - Select the design that will best fit the needs, the function and performance characteristics.

Functional Specifications - Costs, types, etc., of equipment.

Required R&D - Select areas where R&D is necessary.

3. During the first week in NPIC, the [redacted] team would like to have a short general briefing from each Division on their present programs. This would include the organizational setup, the requirements levied, the input-output products, their files, the planned modifications, the new equipment and procedures that are planned, and inspect sample input-output. 25X1A

Attachment 2 contains approximately the type of forms and information they would expect to get from each Division.

4. A short question period was held after the briefing but very little was discussed due to the limited clearances of the [redacted]team. 25X1A

25X1A

[redacted]
Project Monitor

Distribution:
Original - Project File/DB (#99131-6)
1 - Chief/SSS/DB/P&DS
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Attachment: 1 - System Development Phase 1.
2 - Collection of Basic Data for Design or Improvement of a Data Handling System.