

**SECRET**

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NATIONAL SECURITY AGENCY  
 FORT GEORGE G. MEADE, MARYLAND 20755

Serial: COINS/164  
 17 December 1968

MEMORANDUM FOR THE COINS SUB-SYSTEM MANAGERS.

SUBJECT: Proposed Standard for Soviet Personal Names in  
 the COINS Experiment

1. Attached as Inclosure 1 is a proposed standard for Soviet Personal names in the COINS Experiment which I would propose to have incorporated in the following Soviet biographic files in the COINS Experiment by 30 April 1969. The intent of this proposal is to bring about some degree of commonality in this critical area in the shortest period time possible. Request your comments on this proposal by 20 January 1969.

CIA SOVELITE

DIA CIBIA  
 BIOGA

NSA

2. Currently users operating from remote terminals throughout the COINS network must use different terms when interrogating Soviet personal names (i.e., first name, patronymic and surname) appearing in different Soviet biographic files currently available in the COINS Experiment.

a. Chart I attached as Inclosure 2 illustrates the extent and seriousness of the situation as well as significant differences in the length and structure of these data elements. There are also differences in the conventions used for recording personal names.

b. As illustrated in Chart I a user operating from a remote terminal at the State Department would have to learn and select the appropriate one of four different terms (depending upon which file was being interrogated) in order to interrogate a Soviet surname in the COINS Experiment.

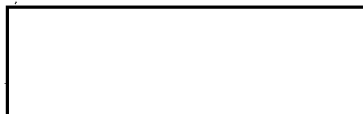
NSA review completed

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3. The lack of standards will inhibit some individuals from using COINS. It will also make it very difficult to merge and dedupe Soviet personal names derived from interrogating several Soviet biographic files.



COINS Project Manager

cc: Major General (Ret) Robert Taylor  
Chairman of IHC

Incls:  
a/s

25X1A

PROPOSED DATA STANDARD FOR THE  
COINS EXPERIMENT

DATA ELEMENT CHAIN: Soviet Personal Names

- SCOPE: 1. This data chain is for recording Soviet personal names or initials in all files in the COINS Experiment where required.
2. The data elements which make up this data chain have been divided into two categories, namely:
- a. Minimum required data elements for COINS Experiment.
  - b. Optional data elements

DATA ELEMENT	CODE	NUMBER OF	ADJUSTMENT
<b>REQUIRED:</b>			
1. First name or initial	FINA	25 12	Left
2. Patronymic of initial	PATR	25 16	Left
3. Surname	SURN	25 15	Left
<b>OPTIONAL:</b>			
4. Nicknames			
5. Diminutives			
6. Alias first name			
7. Alias patronymic			
8. Alias surname			

RECORDING CONVENTIONS: The following conventions will be used for recording Soviet personal names.

a. Each part of a name (i.e., first, patronymic and last name) will be fielded separately thus permitting a search to be conducted on each part of a name or some significant portion of each part (e.g., first names beginning with YUR... or last names beginning with ANI..., etc.).

b. Soviet personal names contained in COINS files will not be intentionally truncated or abbreviated.

c. Hyphenated names will be separated with a hyphen, with no spaces either side of the hyphen (e.g., the surname PÉTRYANOV-SOKOLOV).

*Jacques*

d. Russian names in the files and interrogations will be recorded either singular, masculine or feminine nouns in the nominative case.

e. Soft signs (b) will be included when recording Russian names in the files and interrogations.

f. Soviet personal names may be recorded using either the BGN or NSA transliteration system but only one system will be used within a file, not a mixture. The individual submitting an interrogation must use the transliteration system used in the file.

CHART I

DATA ELEMENT	SPONSOR	CIA		DIA		NSA	
	FILE	SOVELITE	CIBIA	BIOGA	SMP	FFP	
Soviet First Name		(1) GNAME(?12)	FSNAM(27)	} (1) GNAM(75)	NAMF(15)	NAMF(12)	
Soviet Patronymic		FNAME(?16?)	MDNAM(28)		NAMP(2)	NAMP(15)	
Soviet Surname		NAME(?15?)	SRNAM(27)		NAML(26)	NAML(20)	

(1) The same term (i.e., GNAME) is used in both CIA/SOVELITE and DIA/BIOGA but for different purposes.

*JIC Name 2*