

Document No. 5
 No Change in Class.
 Classified
 Class. Exemption: 1, 3, 4, 5
 Date: 1 APR 1980

7 June 1957

MEMORANDUM FOR: Deputy Director, Intelligence

FROM : Assistant Director, CR

SUBJECT : Comments on the Report dated 13 May 1957 by the Library Consultants - Number One

Handwritten initials/signature

1. The report by the Library Consultants is highly critical of OCR, its Intelligence Subject Code, and its mechanized approach to the documentation problem. It recommends that we (1) cease using microfilm aperture cards and go back to hard copy, (2) abandon the Intellofax system, and (3) expand the Intelligence Publications Index into a monthly publication much like the Bibliography of Agriculture which should include "all documents, books, and periodicals that make a substantive contribution". This is like telling us to junk the family car and buy a horse.

2. The specific criticisms in the report are very disturbing. All but a few are at least partly valid and, though many serve only to underline and emphasize defects of which we were already aware and for which we were already trying to find cures, some of them do reveal weaknesses whose existence we did not suspect. We knew the family car had plenty of squeaks and rattles, but we did not believe it was in quite such bad shape as the Consultants say it is.

3. Most of the many recommendations in the report depend in large measure on our decision as to whether we will or will not junk our present system in favor of an enlarged monthly index. This decision must be made before we can discuss intelligently the proposals for reorganization. Accordingly we are making a detailed study of the cost, and the advantages and disadvantages, of accepting the basic proposal. We need to know whether the horse could haul our load, and what it would cost in upkeep, before agreeing that it is better to junk the family car than to attempt repairs.

4. One set of recommendations can probably be disposed of at the present time: i.e., those having to do with space.

The concept of a central focal point for the major reference collections, with the specialized units and collections grouped around it, is entirely agreeable to OCR and was, I believe, proposed by both DD/I and OCR some months ago. The detailed proposals of the Consultants for arrangement of the several units are also entirely agreeable to us,

GIB



~~CONFIDENTIAL~~

- 2 -

and I feel confident they would provide us with space in which we could accommodate ourselves to good advantage whether or not we accept all of the proposals for reorganization. In any event, some changes in our structure are inevitable in the period which will intervene before we move, and it is certain that any detailed plans which we draw up now will have to be modified to some degree in the final months before the transition.

I have instructed my Space Officer, to use the Consultants' suggestions as a basis for his planning, and I shall assume unless informed to the contrary that you approve this step.

25X1

5. All OCR Divisions have now provided me with detailed comment on the specific criticisms and recommendations which bear on them. In due course I shall provide for you a statement of our views on the validity of the criticisms and an outline of the remedial measures which we propose or have undertaken. Each of the recommendations, except those bearing on space, will be dealt with in detail. As there are some one hundred and fifty numbered "Findings" and "Recommendations" I shall report to you on the instalment plan rather than in one monumental study. My second memorandum in this series will deal with the specific proposal that we abandon a machine approach to our general reference problem and undertake something like the Bibliography of Agriculture.

James M. Andrews

~~CONFIDENTIAL~~

MEMORANDUM FOR: Mr. Amory

I should say that Jamie's allusion to selling the family car and buying a horse could be better expressed as not driving a Cadillac when you can only afford a Chevy. The attitude of "we knew all about these defects and were working on them" is not born out by any of the conversations with branch chiefs and operating personnel in OCR. I hope that you will not accept the cost analyses without permitting the consultants to comment on the basic statistics on which the analyses are based. Too many peculiar methods were reported by the consultants during their examination. Have you affirmed the tacit approval mentioned in ¶4, last sentence?

10 Jun 57
(DATE)

25X1
25X1

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

(47)