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MEMORANDUM FOR THE RECORD:

16 Sep 66

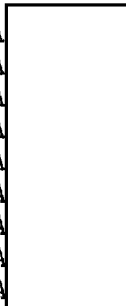
SUBJECT: Minutes of the COINS I/Soviet Personality Files Panel

1. The fourth meeting of the COINS I/Soviet Personality Panel was held 12 September 1966 at 1000 at DIA.

2. The following individuals were present:



NSA
NSA
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NSA
DIA
CIA
CIA
DIA
DIA



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3. The minutes of the third meeting of 29 August 1966 were read, corrected and approved. These minutes will now be published.

4. [redacted] CIA distributed the following working papers:



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5. [redacted] DIA completed the necessary information with respect to the DIA file for the chart entitled [redacted]



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6. [redacted] NSA distributed copies of the following working papers:



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Downgraded at 12 year
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automatically declassified

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7. The meeting on transliterations scheduled for next week has been postponed until 26 September 1966.

8. No comments were received relating to name variations chart that was attached to the minutes dated 30 August 1966.

25X1 9. [] asked for a definition of personality and biographic
25X1 files indicating differences and similarities in content, purpose and use.
25X1 [] DIA offered the following definitions.

[]

25X1 10. [] NSA reviewed the possible points of agreement with respect to Soviet names and it was modified to include minimum lengths in addition to maximum lengths. Therefore the points of agreement with respect to names now reads as follows:

a. Names in the files as well as within incoming interrogations will always be written in the nominative case.

b. Names will not be intentionally truncated nor abbreviated.

[]

c. Each part of a name will be recorded in a separate field with a maximum of 25 positions being allowed for each part of a name (i.e., first, patronymic and surname) with the minimum length for each field being as follows:

- (1) First Name: 12
- (2) Patronymic: 16
- (3) Surname: 15

25X1 11. [] CIA indicated that they did not have an occupational code in CHIVE but that they would provide the code being used in the Biographic Register. The Assignment Code (or position code) for CHIVE is being developed and is not available at this time.

25X1 12. [] NSA is still working on obtaining a frequency count of Soviet names.

25X1 13. [] NSA asked members to give some thought in how to:

a. Determine the extent of duplications that exists in the files for the COINS Experiment.

b. Best eliminate this duplication.

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14. Standardization of File and Field Names:

a. Requirement

There is a need in the COINS Experiment for the standardization in the naming of files and fields within the files as well as in the standardization of the manner in which the information is transcribed in these fields.

b. Objective

(1) The end objective is to achieve compatibility in the data bases among the participating Agencies and thereby facilitate the interchange or exchange of information between systems without elaborate conversion tables. Chart I depicts the current situation at this time.

(2) Standardization of file and field names can be considered as the initial steps towards developing a generalized users language within the Intelligence Community for remote interrogation and file maintenance. For example this means that CIA will use the same data element code (i.e., or field name) whenever they interrogate the surname field in any file in the COINS Experiment. If this is not achieved, the interrogators (i.e., intelligence analysts) in each participating Agency may have to learn a different data element code (i.e., field name) for each file.

c. File Names: Following are the tentative points of agreement with respect to file names:

(1) No two files within the COINS Experiment will have the identical long or short title.

(2) Short titles for files will be mnemonic and range in length from three to five letters.

(3) Short titles of a file will be used when addressing a file in an interrogation or in a file maintenance transaction.

d. Field Names: Following are the tentative points of agreement with respect to field names within files in the COINS Experiment:

(1) The same field can appear in more than one file (e.g., surname) and when it does it will have the same characteristics regardless of what file it appears (i.e., same long and short title, length features, adjustments and data items, etc.).

(2) Short titles for fields will range in length from two to five positions in length.

25X1 15. NSA indicated that a study is required of the current and past requirement being imposed in the participating Agencies for Soviet biographic or personality data.

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a. [redacted] indicated that they had recently completed such a study and found that:

(1) Approximately 43% of the requests could be satisfied with specific answers such as the type that could be provided from the files in the COINS Experiment.

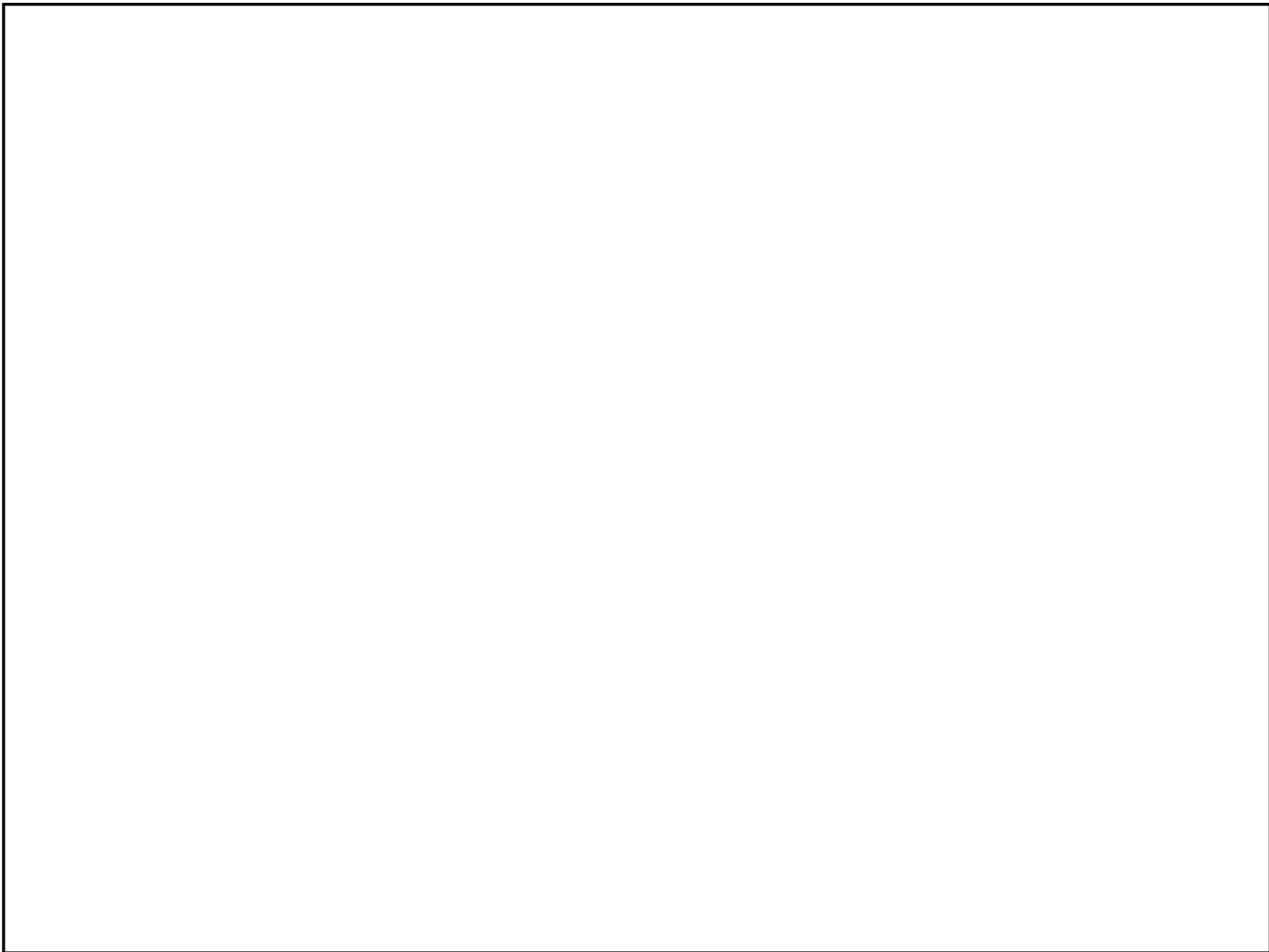
(2) The remaining 57% were written sketches which required a detail study and analysis of all available information. However, if the sources of information were given in the COINS files they could provide a bibliography for the researchers answering this type of requests.

(3) No significant frequency in the type of information requested.

b. Generally agreed that more thought needs to be given on how to organize a community-wide study in this area.

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c. Generally agreed that response time should also be a major factor in this study.



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