

CODIAC-D-5/1
11 July 1958

INTELLIGENCE ADVISORY COMMITTEE

COMMITTEE ON DOCUMENTATION

CODIAC Program in FY 59

The overall objective of this program is to create a climate within the intelligence community which will be conducive to energetic Committee action both in identifying important information processing problems and in seeking their solution.

1. General documentation policy
 - a. Coordinate at the working level, on behalf of the IAC, necessary DCID's relevant to CODIAC responsibilities.
 - b. Establish effective means of cooperating with non-IAC agencies in solving documentation problems.
 - c. Develop a program designed to elicit institutional support (industry, universities, foundations).
2. Automation and systems compatibility
 - a. Establish means of keeping abreast of developments in fields of automation and develop capabilities for getting expert advice to CODIAC on equipment, and the significance of R & D efforts underway.
 - b. Develop criteria for determining degree of compatibility between systems, including the identification of situations between which compatibility is mandatory, desirable or unnecessary.
 - c. Establish a procedure for assuring that CODIAC will be furnished timely information on proposed studies, plans and projects which relate to the processing of intelligence information.
 - d. Schedule series of demonstrations, briefings or visits to familiarize committee members with equipment, techniques and systems.

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- e. Establish procedure for effectively following the development of projects underway:
 - 1. Walnut
 - 2. Minicard
 - 3. ACSI-MATIC
 - 4. Air Targets - GE
 - 5. NSA - Magavox
 - f. Review progress made in specific problem areas:
 - 1. common format
 - 2. common code
 - 3. citation of document enclosures
 - 4. document security indicators
 - g. Create a discrete collection containing books, articles, papers, contracts and proposals bearing on the mission of CODIAC and prepare appropriate bibliographic, shelf and accessions lists.
3. Specialized problems in the field of intelligence documentation:
- a. Develop policy in following areas:
 - 1. Dissemination from source agencies through field and headquarters channels
 - 2. Access to information by contract personnel
 - 3. Access by IAC personnel to third agency information held by non-IAC agencies.
 - b. Consider advisability of affiliating the existing informal Graphics Research Coordinating Group (see item 6, Encl. B, ARIP-AR-3)
 - c. Review present state of inter-library relations, including:
 - 1. exchange practices
 - 2. loans
 - 3. acquisition policies
 - 4. cataloging (documents and books)
 - 5. composition of collections
 - 6. selection policies

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- d. Develop specialized tools designed specifically to aid the documentalists and reference librarians (house organs) e.g. Bibliographies of foreign language dictionaries.
- f. Review use made of and need for bibliographical publications including:
 - 1. Union List of Intelligence Serial Publications
 - 2. IPI
 - 3. Calendars of Events

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