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CHIVE/C-106-66

MEMORANDUM FOR: Director, CHIVE Task Force

SUBJECT Monthly Report for April 1966

I. ACTIVITY REGRESSEES

A. Management Activities

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jeined the CHIVE Task Force on 28 March 1966. He will be principally responsible for examining CHIVE System concepts in the light of advances in the state of the information processing art, recommending long-range plans for the technological evolution of the system, and coordinating CHIVE interests with other Agency and Community activities (e.g., ORD, CODIE, DDR&E, COSATI, and other Government agencies). For administrative purposes, Mr. Will be part of the Integration and Plans Staff, but will initially work closely with Mr.

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B. Integration and Plans Staff

Final revisions of the Personnel Assignment, Cantt, and Milestone Network Charts were completed, and the charts disseminated on 26 April after resolution meetings with SDG Design Area managers and receipt of task schedules from PDG. Future modifications of the charts will be effected as a monthly maintenance procedure, based on information derived from the CHIVE Monthly Report, task descriptions, task charts and revisions thereto, as well as formal and informal discussions with Design Group and Area managers and task chairmen. Plans are underway to prepare, with the assistance of an OCR visual side specialist, master wall-displays of the Cantt and Milestone Charts, designed to expedite chart maintenance and to improve the effectiveness of chart data communication by use of color, etc.

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A task description of Phase III Scheduling and Integration (CHIVE/T-5-66) was prepared and published during the month.

Beginning in May, the time applied to scheduling and integration by till be reduced by half, when they join in work on the System Test Plan (Task 18).

10 days 21 days - 21 days

C. System Design Group

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1. Security Procedures (Task 1)

entitled Community Security Controls, which described Community dissemination controls from the systems design viewpoint. The remainder of Mr. time (Il days) was spent on the Personnel Security sub-task, related physical security problems, and on a review of the task team paper on security augmentation.

The latter paper, entitled "Proposed Solution to the CMIVE Security Augmentation Problem," will be reviewed by SDG and PDG personnel during the first week of May. Appropriate Office of Security personnel will be briefed on the proposal as soon as possible thereafter.

- 14 days - 21 days

2. Current Awareness Support (Task 2)

The task team propared four working papers during the month CHIVE/W-7-66, CHIVE/W-6-66, CHIVE/W-10-56, and CHIVE/W-11-66 (see Monthly Documentation Sugmary). Arrangements were made to receive the total daily intake of "DARDA" Information Reports: these have been categorized. Programming for the EWIC has not yet been debugged.

- 21 days 10.5 days - 21 days - 21 days

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3. Page Meader Specifications (Task 4)

Current plans are for further testing of the page reader at CCC during the first three weeks of May, with delivery and installation in headquarters Building during the last week of May. The acceptance test is scheduled to begin on 1 June. The system will be available for REIC production testing on 1 July 1966.

Dictionary Building (Tasks 5, 38a, 38b, 38c)

Location Dictionary

A listing of the werges location: 25X1A records organized by CHIVE number was recaived and corrected after a two-week processing delay. The corrections are currently being keypunched.

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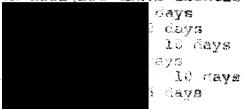
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Pertinent data concerning locations from the

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records have been transcribed and keyptuched, and the resultant IBM card listings have been reviewed and corrected. Fin Yin name variants have been listed on transcript sheets for approximately 25% of CHIVE preferred location names. By the end of May, all location records with the exception of SR should be processed into a simple, corrected, merged listing with assigned CETYE location numbers.

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Subject Dictionary

A group of six porsons, which had spent the month of maren learning the SIC, encoded a total of 21 documents on the 31st of Harch and the 1st of April. Suving April, the group encoded an additional 17 fearments. The analys & of interindexer consists by on the first group of docuwents has both completed. Work has begun on the next draft of the GIC to expand crowded sections. tidy up the numbering etc.

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Organization Dictionary

position file and the

entries has been started.

The machine listings of the organizations merge were reviewed and corrected. 25X1A position file entries were reviewed and lists of the organizations that will be controlled were prepared. Treliginary comparisons between the organization dictionaries 25X1A have been made. Transcription of BR dossier

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Responses from OCR to the CHIVE processing criteria for organizations/installations have been received from all components with the exaccepted the proposal ception of ertain additional reas stated. quirements be considered, but did not insist on same. raised a number of questions which ere being answered in written form.

Input Interface (Task 7) 5.

Forms Design (Task 7a)

The elements of information being considered for inclusion on the header indexing forms were 25X1A reviewed, and agreement was reached on the data which is to be recorded on the forms. The proposed new forms have been reviewed with preliminary arrangements were and . 25X1A made with Forms Management/DDS for the in-house composition and printing of all header forms in the futura.

Papers were prepared on proposed systems for coding classifications (CHIVE/W-3-66) and assigning control numbers to documents (CHIVE/N-11-66 and C-88-66). At a meeting on the latter subject, agreement was reached to adopt the system pro-Additional papers are being prepared, extending the system to include graphics, maps. and Comint material. When completed, the overall plan will be discussed with and per-25X1A sonnel of the Document Delivery System.

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b. Dictionary/Indexer Interface (Task 7b)

A summary report was distributed on this topic. The Use of On-Line Computer and CRT Display Stations for Reference Tool Lookups, CEIVE/W-4-66. An investigation was made of another potentially useful lookup device, the Houston Fearless FilmCard viewer that contains edge-netched microfiche containing 67,000 pages with a recall time of four seconds or less.

- 6. Inherited File Utilization (Tasks 9, 38g)
 - a. Detail Index

The final report was drafted, reviewed, and is now being typed in final form for publication.

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- 7. Indexing Procedures (Task 10)
 - a. Revision of Indexing Procedures and Techniques (Task 10b)

A task description (CHIVE/T-6-66) was published during the month. Work has begun on compiling a list of organization/installation data elements which will be controlled via the CHIVE indexing language.

8. System Test Plan (Task 18)

piscussions were held with garding test philosophy and a draft task description was produced.

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4 days

9. Requirement Study (Task 19)

The task team concentrated almost solely during the month on the second sub-task of the study. Considerable effort was exerted in developing and in implementing procedures for collecting data on request

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25X1A The proposed methodpatterns in 25X1A ology was discussed in detail with as well as the division chiefs involved, and their concurrence in the methodology was obtained. The request form in use was expanded 25X1A 25X1A considerably, and the request form in use completely redesigned as well as made more comprehensive. agreed to support the Task Team's data collection effort by capturing more detailed information on personality/organization queries on the instructed the 25X1A request form. In addition, SR Machine Branch to reproduce all detail cards resulting from machine searches on organizations and personalities and to hold them for statistical analyses by the Task Team. Analysts selected to participate in the data collection effort were thoroughly briefed on the Task Team's objectives and detailed instructions for filling out the request forms were prepared for each participant. began recording additional data for CHIVE 13 April, and on 21 April. on 11 April, 25X1A One hundred and seventeen (117) request forms, conhave been taining queries on 25X1B collected to date from BR. These have been analyzed, 25X1A and the data tabulated or formatted for keypunching.
Over 200 request forms new e been collected from 25X1A

Some work continued during the month on the first sub-task of the study. Memoranda of conversation were prepared in draft on three more interviews with personnel. A report summarizing the results of the survey has been further delayed by the necessity to commence the second sub-task.

addition to these activities, a task description has

and analysis of these forms has also begun. In

been completed in draft on the second sub-task.

- 21 days - 14 days 14 days

10. Management Data (Task 20)

Visits were made during the month to the Management Services Staff, NPIC; the Management Analysis Division, DIA; the Technical Library and ADP Staff of the Bureau of Ships, NAVY; and the NARDIS System of the David Taylor Model Basin, NAVY. The task team expects to make several additional visits to operating

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management information systems, including the MEDLARS system of the National Library of Medicine.

ment reporting system. The task team has been in touch with to elicit his cooperation so that it can avoid covering the same ground with the various OCR divisions. The results of review should be of considerable use to the management data task.

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6 days • 18 days

11. Customer Requirements (Task 22)

Most of the nonth was devoted to a continuing sample collection effort and refinement of the Catalog of China Series. About 20 collateral and 40 codeword documents were added to the collection. The latter required extensive searching of the listings to identify those series concerned with Although tedious and time consuming, the effort provided useful training in addition to the primary purpose of refining the catalog. The Table of Processing Catalog) was reviewed Criteria (in to the extent of registering tentative decisions for each series in the header and content indexing columns. The task chairman also spent four days working with the CODIB Task Team on Content Control. 15 days

12. Maps and Graphics (Task 23)

A paper entitled "Recommended Procedure for Inclusion of Map Library Index Records in CHIVE," (CHIVE/W-6-66), was published during the month. Prior to its issuance, the paper was discussed in draft form with and minor additions made. A final version was subsequently sent to the Chief, Map Library The latter is currently out of the country, but (Chief, Processing Branch, ML), speaking in her own behalf, indicated to approval of its contents.

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A draft conversion table for Map Library/SIC subject codes was also prepared and a conversion table for Map Library/CHIVE area codes is almost completed. In addition, a draft report covering recommended procedures for inclusion of Graphics Register films in CHIVE has been written and is under review. During May, a similar report will be prepared for still photos.

- 6 days - 18 days

13. Query Procedures (Task 26)

The first half of the month was spent in the studying files and observing input and query procedures. The latter part of the month was devoted to writing background material on and the input and query procedures for The first draft report on query procedures was completed.

- 19.5 days

days

14. Systems Flows and Transactions (Task 55)

The task description was completed and published Work began on charting the flow of R and NR Collateral documents, and it is anticipated that a preliminary overall C host, reflecting all input functions, will be submitted for review by 15 May.

5 days 5 days 2 days

15. COG Organization and Personnel Responsibilities (Task 58)

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spent several weeks in the of the in line with his assignment of reviewing the CHIVE design in perspective with on-going operations. He will resume his scheduled visits to following the completion of an analysis of the data being collected in connection with Phase II of the Requirements Task (Task 19).

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16. Information Research Collection (Not a numbered task)

renewed discussions during the month with CIA Library management concerning prospects for initiating action on a system for establishing and maintaining control of the literature in the field of the information sciences along the lines of a proposal made earlier in the year. It was agreed because of current Library staffing problems, particularly the requirement to assign the establishment of a Branch Library in ORD, that CHIVE would begin the activity but that, in all probability, the Library would take it over in late summer or early fall. Accordingly, was assigned to work out the processing details and prepare a paper describing same. This she did prior to her departure. The system is now ready for operation. has been tentatively assigned to serve as the rocal point for the system.

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D. Program Design Group

1. Input Processing (Task 12)

a. Page Reader

Following is the current schedule of implementation:

- (1) 28 April 1966 system available for testing
- (2) Week of 23 May 1966 on-site installation
- (3) Week of 30 May 1966 commence acceptance testing
- (4) 1 July 1966 system available for production activities (KWIC)

Forms being printed by PSD to facilitate acceptance testing did not, for the most part, conform to the requested tolerance specifications. This has necessitated reprinting of the erroneous forms.

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The 7010 program which will be used for Page Reader acceptance is 90% complete.

programming on the second Page Reader program has begun. This program differs from the existing program in the extent of processing capabilities and the number of different form types that can be processed during any one run.

Investigation has been made into the use of the Page Reader to input KWIC information. Production could begin 1 July if the trial acceptance period in June is not extended. Testing can begin as soon as a form can be printed and typed.

.8 days - 9 days - 5 days

b. System/360

A draft of the Input Processor module has been prepared and disseminated.

Indoctrination for two programmers regarding the concepts and approach of IP has been completed.

Analysis of the elements and organization of the 360 program driving tables and internal processing lists needed by IP is now underway.

11 days 9 days 12 days

2. Unconditional File Maintenance (Task 13)

Work commenced on the general requirements and overall design of File Maintenance. A basic processing philosophy is being developed and work continues on the development of each of the components of File Maintenance.

- 20 days - 16 days - 17 days

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3. Executive, I/O, 360 Interface (Task 33)

Consideration of the approaches used by the IBM Generalized Information System (GIS) was continued.

- 19 days - 10 days - 11 days

4. Current Awareness Support (Task 38h)

Phase I of the Current Awareness EDP task will provide the following products:

- a. Current Awareness Listing A list of all keywords, with titles, ordered within subject category, within area.
- b. An 'Option' Listing As an aid for the indexers, a listing with occurrence counts can be made of all normal keywords and stopwords, forced keywords and stopwords and all words exceeding the 25 character limit that are encountered during the production of the Current Awareness List.
- c. Alpha-Document Listing This is a listing, ordered by document number, containing document number, source, and title for all documents starting with any alphabetic character and+or-.
- d. Error Listing This is a listing in document number sequence, of all errors found while processing the input cards. The document number, the erroneous data field(s) and an identifying message will appear for each error.
- e. Input Data Listing As an aid in the error correction process, a formatted listing of the input data, ordered by document number, will be provided.

All programs and processing steps to produce the Current Awareness and Option listings have been tested on sample data. Processing of the first actual data

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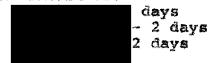
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base has been completed as far as the final printing step. Frinting of these listings will be done during the next computer run. Alpha-Document and Error listings are now available. Programming and testing for the Input Data listing is still underway until this is completed, EAM methods can be used to provide a similar product.

5. EDP System Design (Task 57)

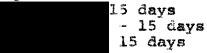
a. User Language Design

Work continues.



b. Multi Level Security Design

Design is complete. Documentation will be complete and personnel briefings begun during the first week of May.



E. Automatic Language Processing Group

1. ALP Development Task (Task 28)

a. System Improvement

Changes were made in the input edit and code conversion routines of the Steno LPU program to handle new and unusual combinations of format codes in the input stream. This necessitated the making of several minor changes in the Steno 1401 program.

A major update of the Steno dictionary was completed during April. A new master dictionary was generated together with new track prints and an English sert dictionary. A total of 1,441 actions were included in the update. A track tape for the generation of new discs was sent to IBM Research on 28 April. The six hours of 7090 time required for this update was about 50% of the time required for the December 1965 update. The time reduction was achieved by the elimination of several bugs in the update package.

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Preparations are underway for the update of the Russian master dictionary. It is anticipated that about eight hours of 7090 time will be required for the generation of a new track tape. Due to program bugs in the Russian update package, it has been decided to include the actions taken during the December 1965 update with all subsequent actions. The intent here is to eliminate all of the equal pairs of entries that the programs allowed into the dictionary in December.

Five updates of the Russian LPU program were made during the month. The 1401 Russian program was altered to count lines of text and both programs are now being altered to have them count all transliterations.



b. System Operation

April production figures for Steno processing are as follows:

	Format Errors	Transliterations	Lines of Text
Mats	1.2	2,272	35,033
Other	F 7	1,893	18,245
Total	208	4,165	53,278

The April machine counted error rate on mat production was .0068 as against .011 for March.

A total of 371,792 words of Russian input was processed curing April.

A major problem developed in the Photostore during the week of 25 April. Three steno and two MT discs were ruined by scratching. The apparent cause is the lens arm. Production has been suspended until IBM can make the necessary repairs. At the same time, IBM Research has been asked to provide five new discs by 2 May so that production can be resumed at that time.

20 days
3 days

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2. ALP System Evaluation (Task 29)

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Discussions were held by and with members of FDD, to review the data being collected for the ALP evaluation. Representative data was collected for more intensive study in Palo Alto.

.5 day

3. Word Frequency Study (Not a numbered task)

Performance measurements began of editors in their use of an on-line work station; performance measurements of typists continued. A program for the B5500 computer has been written to process an experimental magnetic tape containing teletypewriter data in a special "capitalization" format. Upper and lower case text has been produced, by computer, from that tape.

The computer program for the on-line work station has been modified to overcome "hangups." Further modifications are being made to (1) cause the present experimental work station to present a restricted display typical of a smaller unit such as the IBM 2260 operating remotely from a computer via a telephone circuit, and (2) facilitate rapid scanning of text.

F. Monthly Documentation Summary

1. Substantive Memoranda

Report, Senior Service Analyst, SR/OCR, CHIVI/C-25/17-66, 1 April 1966, 6 pp., Secret.

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Machine Problems, CHIVE/C-76-66, 4 April 1966, 1 p., Attachment, Unclassified.

EDP System Implementation Schedule, CHIVE/C-77-66, 4 April 1966, 3 pp., Confidential.

915 Page Reader Installation Date, CHIVE/C-79-66, I p., 4 April 1966, Unclassified.

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Improved Communications with Computer Operations, CHIVE/C-31-66. 8 April 1966, 2 pp., Administrative - Internal Use Only.

Visit of Management Data Task Team to Bureau of Ships, Navy, CHIVE/C-83-66, 8 April 1966, 2 pp., Confidential.

Visit by Management Data Task Team to Bureau of Ships, ADP Office, CRIVE/C-84-66, 11 April 1966, 2 pp., Confidential.

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Proposed Visit of

11 April 1966, 3 pp., Secret.

Conference with 25X1A 2 pp., Confidential. 25X1A

Visit to Model Basin, Navy, on 12 April 1966, by Management Data Task Team, CHIVE/ C-65-66, 13 April 1966, 2 pp., Confidential.

Visit on 11 April 1966 by Management Data Task Team to DIA/MAD (Management Analysis Division), SIVE/C-86-66, 13 April 1966, 2 pp., Confidential.

Instructions analysts Collecting Data on CHIVE/C-87/1-66, 13 April 1966, 5 pp., Confidential.

Analyst Instructions for Collecting Data on Organization/Enstallation Requests, CMIVE/C-87/2-66, 20 April 1966, 4 pp., Secret.

Instructions for Service Analysts Assisting in 25X1A Collection of Data on Personalities and Organizations, CHIVE/C-87/3-66, 13 April 1966, 2 pp., Secret.

Thoughts on the Document Numbering Problem, CHIVE/C-88-66, 14 April 1966, 4 pp., Confidential.

Notes on Task Review Meeting, 12 April 1966, Current Awareness Production, CHIVE/C-89-66, 18 April 1966, 3 pp., Secret.

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Contact with COMMO on CHIVE Communications
Requirements, CHIVE/C-91-66, 18 April 1966,
2 pp., Secret.

Management Data System Requirements, CHIVE/ C-92-66, 19 April 1966, 1 p., Confidential.

Visit to NPIC, Management Services Staff on 20 April 1966, CHIVE/C-93-66, 21 April 1966, 2 pp., Confidential.

Comments on CHIVE/W-10-66, CHIVE/C-94-66, 25 April 1966, 1 p., Secret.

Comments on CHIVE/W-6-66, CHIVE/C-95-66, 25 April 1966, 2 pp., Confidential.

Proposed Methodology for Content Analysis Study, CHIVE/C-97-66, 27 April 1966, 2 pp., Confidential.

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CHIVE's Organization Processing Criteria for CHIVE/C-98-66, 29 April 1966, 8 pp., Secret.

CODIB Task Team V Report (Biographics), CRIVE/ C-99-66, 29 April 1966, 3 pp., Confidential.

2. Task Descriptions

Phase III Scheduling, CHIVE/T-5-66, 14 April 1966, 2 pp., Confidential.

Indexing Procedures and Techniques, CHIVE/T-6-66, 20 April 1966, 3 pp., Confidential.

System Flows and Transactions, Stage I - Input (Task 55), Chive/T-7-66, 26 April 1966, 4 pp., Confidential.

3. Working Papers

Recommended Frocedure for Inclusion of Map Library Index Records in CHIVE, CHIVE/W-6-66, 8 April 1966, 17 pp., Confidential.

Numbering System for Non-Codeword (Collateral)
Documents, CETVE/W-7-66, 8 April 1966, 8 pp.,
Confidential.

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Specifications for Current Awareness Support Options for Weekly Printout, CHIVE/W-10-66, 15 April 1966, 3 pp., Confidential.

Numbering System for Maps, Photographs, and Motion Pictures, CHIVE/W-11-66, 25 April 1966, 4 pp., Confidential.

4. Reports

None

G. Briefings, Meetings, Miscellany

1. briefed 0/BPAM 25X1A Analyst, on status of the CHIVE System, 4 April 1966.

a briefing on associative processing techniques being developed by 8 April 1966.

possible areas of study he could pursue in his role as a member of the OCR Fanel on Information Science, 12 April 1966.

4. met with and other representatives of O/COMMO regarding long-range CHIVE communications requirements, 13 April 1966.

5. provided initial coordination of proposed visit of

and others to 25X1A

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discuss what position OCR should take on the CODIB Task
Team V Report on 25 April 1966.

II. PERSONNEL

A. Training

- 1. participated in a Forms Design seminar at the University of Maryland, 13 April 1966.
- 2. attended the Civil Service Commission course, Principles and Concepts of Operations Research, 13-15 April 1966.

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- attended the CSC Executive Workshop in ADP Programming, 18-22 April 1966.
- attended a two-day seminar titled, Computer Systems Analysis Techniques, 20-21 April 1966.
- is attending Intelligence Review Course #12, 25 April - 6 May 1966.
- Twelve CTF personnel participated in IBM courses 25X1A during April:

Easic Computer Systems Principles-Programmed Instruction.

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System/360 Basic Operating System.

System/360 Introduction and Assembly Language Coding

> System/360 Internal Workshop (Poughkeepsie).

В. Agency

- joined the ALP Group on 13 April 1900.
- Agency Personnel assigned full time to CTF during April:

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from System Design Group, Off.

C. IBM

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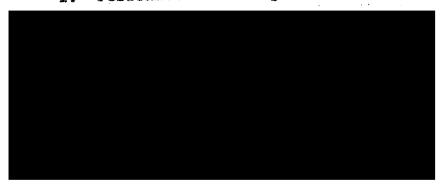
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1. Personnel currently assigned to Project CHIVE:



- 2. On 14 April, was temporarily reassigned to another project in for a four-week period. will return to CHIVE by 12 May.
- 3. On 15 April, completed training at 25X1A the Operating System/360 Workshop in Poughkeepsie, N.Y.
- 4. During the month, requested to increase 25X1A the contract manning level by three additional programmers. The first is to be provided as soon as possible, whereas the other two are to be brought on board in by 1 July.

III. BUDGET AND FISCAL

A. CHIVE Contract

1. The total number of contractor man-hours expended on CHIVE during April was approximately 2,468.

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2. Expenditures to date on the current contract are approximately 76% of total budget. At the current manning level, funding for the present contract will have been expended approximately by the end of July, 1966.

B. Contract

- 1. Approximately 71% of the budgeted funds and 87% of the time allocated for this project has been expended to date.
- 2. worked at Headquarters with CTF personnel during the week of 18 April 1966.

C. CHIVE Task Force

The total number of man-days expended on numbered tasks by all Task Force personnel (including part-time members) is as follows:

negro	Integration and Plans Staff	afails.	52	days
	System Design Group	wier	416	days
	Program Design Group	***	176	days
a s t no	Automatic Language Processing Group	4902	57	days

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Staff Assistant CHIVE Task Force

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