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## CHIVE TASK FORCE

25X1

4 October 1965

MEMORANDUM FOR: Director of Central Reference  
Director of Computer Services

SUBJECT : Monthly Report for September 1965

## I. ACTIVITY HIGHLIGHTS

A. Management Activities

1. Due to the unexpectedly high number of requests for copies of various volumes of the CHIVE Phase II Report, certain volumes are being reprinted.

2. In order to allow [redacted] of CTF to concentrate on the Systems Integration activity, we have consolidated the tasks previously assigned to Groups I and II under the general heading of Systems Design. An Integration and Planning Staff function, overseeing and relating the work of the various groups will replace the former Group I (Requirements and Plans) but will not, as a rule, direct individual tasks as such. This staff will ensure that progress on tasks is in phase with the master development plan, will coordinate decisions which cross group lines, and will ensure that design decisions and changes are recorded and communicated to all group leaders. Three tasks are assigned to the I & P Staff: long-range integration, planning, and system testing.

This new group structure will be reflected in next month's report.

B. Requirements and Plans Group~~SECRET~~

<p>GROUP 1 Excluded from automatic downgrading and declassification</p>
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1. Page Reader Specifications (Task 4)

A letter of intent to lease the CDC (Habinov) 915 Page Reader for one year has been sent by OCS Administrative Staff. A contract is presently being written and will be coordinated with the CHIVE Task Force. [ ] of OCR has transferred<sup>25X1</sup> to the CTF and took a two-week course on the 8092 computer to be acquired as part of the 915 system.

[ ] - 1 day  
days

2. Phase III Planning and Scheduling (Task 11)

Considerable effort has been expended by several people in developing charts and memoranda for OCR management consideration. This activity culminated in the production of:

- a. A Milestone Network for the CHIVE system development.
- b. A Gantt chart of tasks with number of man-months per month per task.
- c. A guideline paper for the CHIVE system and the biographic area.
- d. A group structure paper.
- e. A list of nominees for CTF.
- f. A Personnel Assignment Chart which shows people and their task assignments, month to month.

These papers in draft form have been sent forward to D/CR.

In addition to these planning activities, the team members have responded to at least three ad hoc requests for related planning papers submitted by the Office of the D/CR.

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- [redacted] - 5 days
- [redacted] - 5 days
- [redacted] - 12 days
- [redacted] - 15 days
- [redacted] 10 days

3. Inherited Films Utilization Study (Task 9)

a. SR Detail Index

A detailed study has been conducted and drafts have been prepared for each of the card formats utilized by SR.

Redundant files and portions of files that need not be converted have been enumerated.

Several drafts have been written describing the SR card data and the general processing that would be necessary to convert it to a tape record acceptable for CHIVE input processing.

Work is now in progress in obtaining statistics to determine:

- Size of redundant portions of files.
- Size of converted record.
- Size of converted files and term indices.

- [redacted] - 16 days 25X1
- [redacted] 4 days
- [redacted] - 18 days (includes 4 days training at IBM)

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b. Intellograf Index

Writing and editing continued on the file study report during this period, aimed toward publication at month's end. Preliminary conclusions indicate that conversion to an EDP-oriented system is not feasible. The report

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has been extended to cover possible methods for utilization of the IRS files in a non-converted form.

Considering the extensive effort that will be required for implementation of CHIVE and the continuing load to be carried by the IRS, a consensus has developed for non-absorption of Intellofax. The resources of IRS should be utilized by CHIVE through a procedural interface between the China Operational Group and the Intellofax Retrieval group.

A statistical analysis study of the Intellofax query environment was continued during the month. The input for this study covers a two-year period, May 1963 through April 1965, and furnishes a basis for examining the IRS query activity as it pertains to query load, file response, and response acceptability. One of the prime uses of this study's results will be in the establishment of performance criteria for application against CHIVE system operations.



4. Review of Customer Requirements (Task 15)

The study of reports of earlier user surveys was completed during the month and their deficiencies identified. A preliminary task description has been drafted and is under revision in light of fact-gathering on availability of retrospective request records and statistics in OCR Divisions.



- 2 days
- 3 days
- 5 days

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5. Security Specification (Task 1)

Work during the month concentrated on the logical file security problems. Several possible logical solutions were advanced and considered, along with their economic consequences. [redacted] is negotiating with SPIST Staff on a similar problem that has arisen within SA. Further action on the logical file proposals is being postponed until these negotiations have taken place. Meanwhile, work has begun on identifying the physical security problems to be addressed by the Task Team.

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- [redacted] - 3 days
- [redacted] 2 days
- [redacted] - 0 days
- [redacted] 1 day
- [redacted] - 1/2 day
- [redacted] 0 days
- [redacted] 3 days
- [redacted] - 7 days

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25X1  
25X1  
25X1

6. Indexing Experiment Report (not a numbered task)

A proof copy of the report has been received and reviewed for changes. Final printing and distribution will be accomplished next month. [redacted] 1 day

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7. Hard Copy Dossier Requirements Study (Task 19)

During the month a meeting was held to discuss initial planning for the Hard Copy Dossier Requirements Study. The meeting was attended by Messrs. [redacted] Tentative agreement on the scope and ground rules of the task was reached. Subsequently, [redacted] held further discussion on the task methodology, manpower, and products. These considerations are being incorporated into the task description which is in preparation.

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**C. Systems Design Group**

**1. Current Awareness Support (Task 2)**

Early in the report period a meeting of the Task Team and the C/System Design Group was held to discuss the terms of reference for the task effort which would be reflected in the formal task description as well as subsequent design activity. A draft task description has since been prepared.

Documentation for the Selective Dissemination of Information (SDI) system was also requested from the WSC program librarian for an analysis of its suitability in this task.

The major portion of the month was spent in obtaining background in KWIC indexing, reading the professional literature, and participating for three days in the SA permuted title indexing operations. Most KWIC-type applications are on the IBM 1401, so a basic conceptual decision must be made on how this type of program system would be used in support of current awareness. The most promising avenue would appear to be either in translation of the 1401 programs to System/360 programs or a re-writing of the system for the System/360, using the concepts presently in the 1401 systems.

Briefings included 1/2 day on the DIA/DIAMS KWIC Index to a daily SI report. Collection of the document corpus is in progress, and experimentation with procedures to find the quickest way to handle titles has just begun.

	15 days
	15 days
	4 days

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2. Document Delivery System (Task 3)

The proposed task description was approved (with certain recommended additions) by the D/CR and is now being revised in preparation for final typing and distribution. Meanwhile, work has continued on, and a draft has been prepared dealing with a recommended organizational structure and space plan. In addition, a preliminary procedural flow chart has been completed.

[redacted] Special Register, and Mr. [redacted] Printing Services Division, were detailed to the Task Team on a consulting basis during the month.

External contact activities included the attendance by Mr. Croop of the American Management Association Microfilm Retrieval Seminar in New York. In addition, [redacted]

[redacted] in company with Director, Central Reference, attended the initial showing of the Kalvar Company's new Kalvarmatic 16mm microfilm camera processor.

- [redacted] - 15 days
- [redacted] - 8 days
- [redacted] - 5 days
- [redacted] - 12 days
- [redacted] - 1/2 day

3. Dictionary Building (Task 5)

a. Location Dictionary

The Task Team met on 2 September to review the approach being taken to merge existing intelligence gazetteers and to discuss the elements which should appear in the completed gazetteer.

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[redacted] met with [redacted] Chief, FE Branch, Cartography Division, OSI, to obtain his advice on the best available sources for Chinese place name spellings. [redacted] felt that none of the current published sources was sufficiently authoritative, and that the initial gazetteer should be submitted to the BGM for updating from their card file.

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[redacted] spent the bulk of her effort working on record formats and flow charting the processes required to obtain merged gazetteer listings. After reviewing the flow charts and desired products, it has been decided that a formatted file system can be used in place of an extensive programming effort. About twenty minutes of 7010 time was used to copy a system master.

- 9 days
- 3 days
- 1/2 day
- 1/2 day
- 1 day
- 3 days

**b. ISC Modification**

Each item in the revised subject code is being examined in the light of current indexing and retrieval experience in DD and SR. Suggested modifications, additions, and omissions are being tested on actual documents and discussed by the task team members. Adhering to this slow, but necessary, procedure, the team has completed half of the first chapter and has agreed on many of the modifiers.

- 7 days
- 7 days
- 6 days

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**c. Organization Dictionary**

During the month, [redacted] prepared a 25X1 working paper (CHIVE/W-4-65) entitled "Outline of the Proposed CHIVE Organization Dictionary" which contained his recommendations on the form and content of an organization dictionary. The paper was discussed by members of the task team with Messrs.

[redacted] at a meeting on 20 25X1 September. At a follow-up meeting on 21 September between [redacted] 25X1

[redacted] it was decided that, as a means of attempting to resolve some of the conflicts which had arisen over the design approach, attention should be directed first to the definition of what organizations should be controlled in the dictionary. As a consequence, [redacted] has been charged with the 25X1 preparation of a paper outlining what industrial type organizations should be controlled and [redacted] is preparing a similar paper on indexing criteria for all other types of organizations. These suggested criteria will then be submitted to the China research analysts who participated in the CHIVE Indexing Experiment for their reactions and suggestions for additions or deletions. The revised criteria will then be submitted to appropriate OCR divisions for coordination.

[redacted] 12 days  
- 12 days  
1/2 day  
- 1 day  
1/2 day

**4. Input Interface (Task 7)**

**a. Header Data Input Forms**

The second draft versions of the indexing forms are being prepared now to incorporate the suggestions made by Rabinow representatives

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and several OCB representatives after study and trial use of the first draft forms. The forms are being Varityped at SRI. Trial use is being held up somewhat by the scarcity of 10-pitch and Selectric typewriters at SRI, and the availability of the ASA font type ball for the Selectric typewriter.

[redacted] - 4 days

b. Vocabulary Control File Interface

Additional testing of several lookup devices for the indexer reference tools was done by [redacted]. A working paper was published to summarize the results obtained to date on this topic.

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[redacted] 2 days  
- 1 day

5. Input Procedures (Task 10)

a. Information/Analyst/Content Indexer Communications

A planning paper is being prepared which summarizes the work which has been accomplished and outlines a plan for completing the task. Included in this paper is a survey of the intelligence assistant activity in OCB, a review of pertinent information concerning existing indexing systems which operate in a mode somewhat analogous to that proposed by CHIVE, and an outline suggesting the test techniques and measurements that might be used to develop the basic approach to an operating technique.

[redacted] - 12 days

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**b. Revision of Indexing Procedures and Techniques**

A discussion was held with the Program Design Group concerning several suggested techniques for improving the linkage representation in order to simplify the indexing process. A review of the indexer reactions to the Indexing Experiment has also been completed, and a number of constructive recommendations have been obtained.

[redacted] - 2 days

**6. Information Sciences Storage and Retrieval System (not a numbered task)**

[redacted] (OCR/Library) was assigned during the report period to investigate, on a part-time basis, potential solutions to the problem of establishing and maintaining better control over open and classified publications on the information sciences. A meeting was held with the C/Systems Design Group to determine the objectives of the study and to outline the methodology to be followed. Subsequently, a visit was made to the Bureau of Standards to examine their system for controlling such data. Plans are now being formulated for a trip to Battelle on 11 October to discuss the possibility of Agency exploitation of Battelle activities in this field.

[redacted] - 1 day

**7. Purge Study (not a numbered task)**

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Some additional data collected by [redacted] is currently being analyzed at SRI to describe the ages of documents requested from the OCR Circulation Branch.

[redacted] - 1/2 day

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**D. Program Design Group**

**1. Input Processing (Task 12)**

Work continues in the area of establishing program specifications and preparing logic flow charts for several generalized data verification routines.

[ ] - 4 days

[ ] - 4 days

**2. Unconditional File Maintenance (Task 13)**

The problems of physical record structures and addressing logical structures were investigated.

[ ] 1 day

**3. Analysis of COME Command Language (Task 14)**

Evaluation and design of the language continues.

[ ] - 2 days

[ ] - 12 days

**4. IBM/OS/36 Evaluation (not a numbered task)**

A set of questions and sample problems were composed and submitted to IBM. The response should aid in establishing the bounds of the planned operational capabilities of OS/36.

[ ] 2 days

[ ] 4 days

**E. Automatic Language Processing Group**

**1. Training (Task 30)**

The ALP speedbuilding class has been in full-time training since the beginning of the month. Nine students are enrolled in the theory course.

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The preparation of course material for speedbuilding was concluded with the writing of lessons 10-11. Work is now underway to expand the theory course to 20 lessons.

The speedbuilding class visited the OCS computer room on 14 September to see the ALP system in operation. Class notes from the previous day were processed and later analysed by the students for human and machine errors.

[redacted] 1/2 day  
- 0 days  
- 17 1/2 days

2. Programming (Task 29)

Study continues of the recent versions of the Stone and Russian operational programs. Bugs have been found in both versions of the LPU programs.

On 12 September, [redacted] went to IBM Research to check out the Russian update programs. The update package is unsatisfactory: all programs are not debugged, documentation is poor. IBM is taking corrective action.

Since delivery of the ALP hardware on 15 September, a variety of input has been processed through the system to determine the condition of both the hardware and the programs.

[redacted] - 4 days

3. Evaluation Planning and Test (Task 31)

Considerable effort was expended to document the approach to be used for the economic evaluation of the ALP system. A draft report was finished to form the basis for further review and discussion by CHIVE and FDD staff members.

[redacted] - 4 days

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4. Future Planning (not a numbered task)

[Redacted]

FDD/OCR,

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have prepared an ALP Operations Organization, Production and Manning Plan for consideration by the Director, Central Reference. An ALP test and evaluation plan will be prepared by [Redacted] during October.

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[Redacted]

1/2 day

7. Monthly Documentation Summary

1. Substantive Memoranda

NSA International Advanced Study Institute On Evaluation of Information Retrieval Systems, 12-21 July 1965, The Hague, 3 September 1965, 11 pp., Unclassified.

Briefing by Aero-Allen Applied Research, 8 September 1965, 1 p., Unclassified.

CHIVE Coordination on Proposed Automation of Cable Secretariat, 8 September 1965, 1 p., Secret.

Manpower T/O and Schedule for CHIVE Task Force, 9 September 1965, CHIVE/C-9-65, 3 pp., Secret.

Group Assignments with Phasing, 9 September 1965, CHIVE/C-10-65, 6 pp., Secret.

Comments on O&R Briefing Boards, 14 September 1965, 2 pp., Secret.

ALP 7090 Maintenance Programs, 14 September 1965, 2 pp., Internal Use Only.

CHIVE T/O, 15 September 1965, 2 pp., Secret.

Current Status of the CHIVE Logical File Security Problem, 17 September 1965, 2 pp., Secret.

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Training - CHIVE Task Force, 20 September 1965,  
CHIVE/C-11-65, 3 pp., Secret.

Current List of CHIVE Tasks, 22 September 1965,  
CHIVE/C-12-65, 4 pp., Confidential.

CHIVE Participation in General Electric RADC  
Indusion Experiment, 23 September 1965, 1 p.,  
Unclassified.

Notes on Meetings with Organization Dictionary  
Review Team, 21 September 1965, 22 September 1965,  
4 pp., Confidential.

CHIVE Task Force Position Titles, 23 September 1965,  
CHIVE/C-13-65, 2 pp., Secret.

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Documentation Procedures, 24 September 1965,  
CHIVE/C-5-65 (Revised), 5 pp., Unclassified.

CHIVE Tasks and CTF Structures, 28 September 1965,  
CHIVE/C-16-65, 2 pp., Attachment, Secret.

2. Task Descriptions

Location Dictionary, 21 September 1965, CHIVE/  
T-9-65, 3 pp., Confidential.

Organization Dictionary, 22 September 1965,  
CHIVE/T-2-65 (Revised), 3 pp., Confidential.

3. Reports

None

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4. Working Papers

Outline of the Proposed CHIVE Organization Dictionary and Organization Selection Criteria, 16 September 1965, CHIVE/W-4-65, 15 pp., Secret.

Relative Comparison of Various Types of Reference Lookup Devices, 27 September 1965, CHIVE/W-5-65, 12 pp., Unclassified.

5. Briefings, Meetings, Miscellany

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1. On 17 September, [redacted]

[redacted]

[redacted] of OCS to discuss the status of the AIP Project.

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2. On 3 September, [redacted]

of RADC to discuss the availability of Russian data tapes in OCS for use in WF research. [redacted] was told the tapes could be made available.

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3. A memorandum to the Deputy for Foreign Technology Reporting, FTO, WFAB, Ohio, was drafted for the D/CR's signature requesting certain information and publications relating to the CIRC System and WF support to CIA. The information obtained will be used to support CHIVE design work in a number of areas.

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4. On 9 September, [redacted]

discussed the CHIVE Document Delivery System with Messrs. [redacted] of the DD/P Systems Group.

5. On 10 September, Mr. Dan Moore of Booz-Allen Applied Research gave a briefing on their information processing activities.

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6. On 21 September [redacted] participated in a briefing given by [redacted] on OCS and CHIVE for [redacted]

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25X6

[redacted]

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7. On 22 September, [redacted] participated in a briefing given by [redacted] on CHIVE for [redacted] of O/DCI.

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8. On 30 September a demonstration of time-sharing was given by System Development Corporation at their office on Columbia Pike. [redacted] of OCK arranged the demonstration; approximately five members of the CHIVE Task Force attended.

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9. [redacted] discussed with a representative of FPD/AFSC and [redacted] of BIA the possible coordination of Project Cross Check with the CHIVE System as well as potential Agency utilization of the Cross Check data base. Further discussions are planned on this and related subjects in the area of open literature processing within the next few weeks.

10. [redacted] (DD/P) on the letter's requirement for IDP support to a proposed file of trademark data pertaining to covert political action. A potential application for the Agency's Stenotype Transcription System was uncovered in the meeting, as well as the automatic storage and retrieval of full text. Following further definition of the problem by the customer, a follow-up meeting will be held.

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11. CHIVE personnel were approached by [redacted] of Printing Services Division regarding a standard type font being proposed for FPD materials. The CHIVE task concerned with the handling of such materials has not been staffed as yet. Consequently, we can only maintain an awareness of their activities for the time being.

12. [redacted] attended a two-day symposium in Los Angeles on computer-centered data base systems sponsored

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13. Five CTF personnel were given a one-hour briefing on the OCS Computer Center by [redacted] of OCS. A question/answer period after the walk-through was held by [redacted] of CTF.

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**II. PERSONNEL**

**A. TRAINING AND RECRUITMENT**

1. During September CHIVE Task Force personnel received training as follows:

- [redacted] completed a three-week course on /360 Assembly Language Programming.

- [redacted] completed a four-day course on /360 Introduction.

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- [redacted] attended a CHINA Familiarization course which lasted one week.

2. Agency personnel attending courses at IBM's Education Center in Washington had transportation supplied from and to the Agency. Arrangements were made by OCS Administrative Staff. The continuance of this service under the auspices of OTR is presently being negotiated.

3. The OCS personnel necessary to bring the CTF T/O up to strength are being recruited and processed with all possible speed. Present status is reflected in the following table:

<u>Personal History</u>	<u>Physical</u>	<u>Firm</u>	<u>Expected</u>
<u>Exams Submitted</u>	<u>Exam.</u>	<u>Offer</u>	<u>EDD</u>

[redacted]	[redacted]	[redacted]	[redacted]
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[redacted]
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**- 4. Security papers have been submitted for Mr.**

[redacted] **in STATOTHR**  
**anticipation of their assignment to Project CHIVE as**  
**IBM employees. Interviews are being conducted for**  
**additional programming personnel for IBM; and as offers**  
**are accepted, security papers will be submitted.**

**B. Agency**

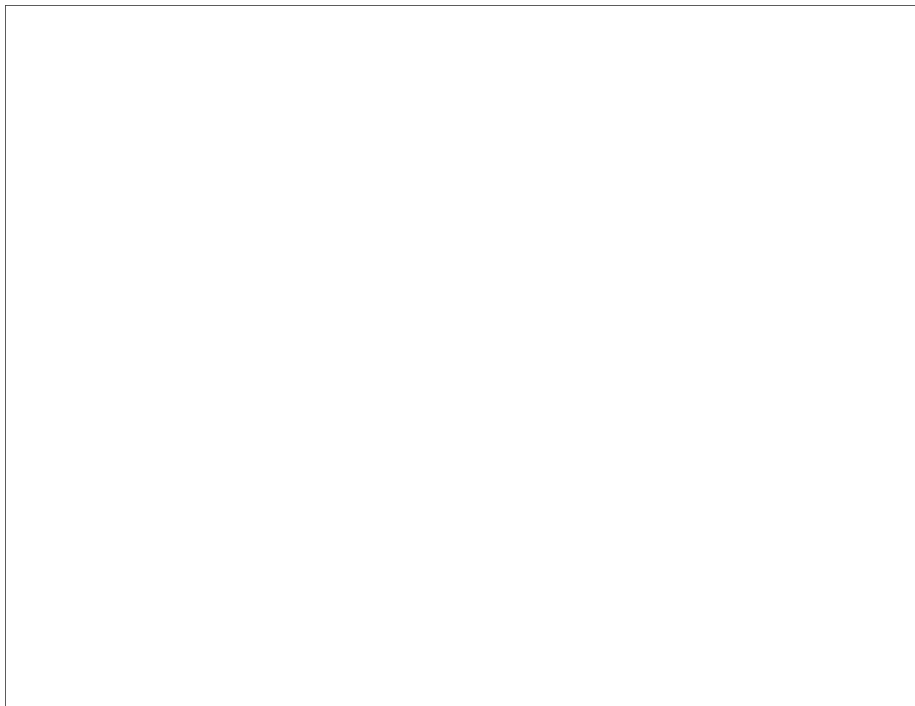
1. [redacted] **was appointed to head the China**  
**Operations Group in the CHIVE Task Force (C/CSG).**

2. [redacted] **was appointed to the position of**  
**Assistant to the Director (ASD/CTF).**

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3. **On 13 September, [redacted] entered on** 25X1  
**duty as a secretary with the CHIVE Task Force. [redacted]**  
**previously worked in OCS Admin. Staff.**

4. **Agency personnel assigned full time to the CHIVE**  
**Task Force during the report period were as follows:**



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**C. IBH**

**Personnel currently assigned to Project CHIVE:**

**(Full Time)**

Alper, B. H.  
Flynn, H. J.  
Hooper, R. S.  
Lake, J. A.  
Moore, P. A.  
Murray, P. J.  
Oberthaler, S. H.

**(Part Time)**

DiCostanzo, J. A.

**III. BUDGET AND FISCAL**

**A. IBH/CHIVE CONTRACT**

1. The total number of man-hours expended on CHIVE during the month of September was approximately 1,038.

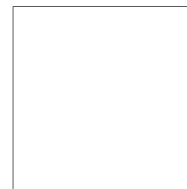
2. Expenditures to date on the current contract are approximately 38 per cent of the total budget.

**B. CHIVE Task Force**

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

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- Requirements and Plans Group:
- System Design Group:
- Program Design Group:
- Automatic Language Processing Group:



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**Director  
CHIVE Task Force**

**WDC:kap**

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