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8 November 1966

MEMORANDUM FOR: Chief, Foreign Documents Division

SUBJECT: Comments on CFSTI/Department of Commerce Proposal
to Merge the Consolidated Translation Survey and
Technical Translations

Attached is a marked copy of 2 November 1966 proposal from Bernard Fry, Director, Clearinghouse for Federal Scientific & Technical Information, on merging the operations and announcement media of the Consolidated Translation Survey (CTS) and Technical Translations (TT). The numbers in the righthand margin correspond to the comments below.

In those instances where I feel that additional clarification or detail is necessary, I intend to cover them in the draft agreement that is now drawing up for your approval.

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My comments are:

(1) "Catalog processing" and typing are synonymous. This means that FDD (via JPRS contractual typists) will provide the typed 3 x 5 cards which will be used in the announcement journal and in the reference file. JPRS now prepares a certain number of such cards for the CTS. I estimate that this will cost FDD about \$2,500-3,000 per year. However, in such an arrangement, the Agency will be saved about \$16,000 per year in printing costs for the CTS. This is a reasonable proposal.

(2) Note that this wording does not pin FDD down to providing any specific number of slots; however, in our discussions at CFSTI we have spoken in terms of three slots from FDD, including a supervisor (GS-12). The GS-12 proposed to be provided by CFSTI is known to me; she would not be suitable as a supervisor of this group, but would be invaluable as an assistant due to her intimate knowledge of TT numbering systems and methods.

(3) and (7) Both of these items are basically the same. The words "announcement journal" should be inserted after the word "translations" in (7). This means that twice each month the TT-CTS group will provide to CFSTI a shingled, made-up issue of the announcement journal. CFSTI will have the journal

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printed in the requisite number of copies and distributed to subscribers.

(4) During the last discussions, FDD spoke in terms of 620 copies of the announcement journal, the number of CTSs now disseminated in and out of government. However, after examining our CTS subscription list, I feel that the number of copies could be reduced to 150 -- to cover internal CIA dissemination only. Non-government recipients of the CTS, as well as government organizations, could subscribe to the new announcement journal and need not be supplied gratis copies by CIA.

I would propose to CFSTI that CIA be given gratis 150 copies of the journal, and that CIA would subscribe to any copies needed above that number.

However, even if CIA does have to pay for its copies, the cost per year would be \$1,500 per year at the most, possibly less if Commerce deducts from printing costs what it receives back from GPO on subscription sales.

(5) Better understanding of the intent of this item is necessary. CFSTI does not now list translations received from Federal-agency producers if they are from languages other than Russian or Chinese. Possible copyright infringement is the reason for this policy. We would want to list as many translations as possible, perhaps with a symbol indicating that because of copyright they are available only to government. Also possible is having the Special Libraries Association (SLA) Translations Center pick these up as items received from anonymous donors, as it presently is doing for translations produced by non-government organizations.

We must have better understanding ^{on} ~~for~~ handling translations that are not of reproducible quality, and we intend to ensure that purchase orders received by CFSTI are not passed to the TT-CTS group needlessly.

(6) Most purchase orders arriving in CFSTI bear a TT-number. We intend to counter-propose that such items be handled in CFSTI and not mixed into the translation-announcement process.

(7) See (3) above.


Chief, USSR Branch

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