

Classified when completed
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IC/IHC ANALYST SUPPORT TASK FORCE - ANALYST STRUCTURED INTERVIEW FORM

AGENCY: _____ COMPONENT: _____ DATE: _____ INTERVIEWER: _____ NUMBER: _____
ANALYST TYPE: * I&W _____ CURRENT _____ RESEARCH _____ ESTIMATE _____ OTHER _____
ANALYST: _____ ANALYST FIELD: * POLITICAL _____ ECONOMIC _____ MILITARY _____ S&T _____ OTHER _____
AREA(S) OF INTEREST (i.e., USSR, PRC, etc.): _____

OUTPUTS:

I. PRODUCT NAME & DESCRIPTION (List the products you produce--including briefings, publications, contributions, personal contact, etc. Describe briefly if name is not self-explanatory. Specify the average percentage (%) of time you spend on these products over a one-year period.)	% OF TIME DEVOTED ANNUALLY	II. PRODUCTION DEADLINES*					III. PRODUCTION MODE			IV. FORMAT					V. PRODUCT USER (i.e., customers)						
		Minutes (1-60)	Hours (1-24)	Days (1-7)	Weeks (1-4)	Months (1-12)	Annual	Continuous update	Manual	Automated	Combined	Regular pubs	Ad hoc pubs	Automated File	Photo, map, chart, etc.	Voice (Briefing)	Executive (President, WH Staff, & NSC)	Departmental	Intel Comm	Own agency	Other (give name)
A.																					
B.																					
C.																					
D.																					
E.																					
F.																					

* Indicate percent (%) if more than one.

PRODUCT	VII. AGE OF DATA USED IN PRODUCT (Give % when more than one.)						VIII. RELATED INTELLIGENCE PRODUCTION		IX. COMMENTS/PROBLEMS (e.g., Suggestions for improvement of data exchange)
	Minutes	Hours	Days	Weeks	Months	Years	RELATED PRODUCT NAME	AGENCY	
A.									
B.									
C.									
D.									
E.									
F.									

IX. GENERAL COMMENTS ON PRODUCTS AND PRODUCTION:

INPUTS:

SUBSTANTATIVE SUBJECTS:

(Designate with numbers; 1 = essential, 2 = important, 3 = marginal, 4 = no importance, the SIGNIFICANCE of the following subjects to your products:

<u>Significance</u>		<u>Significance</u>	
_____	1. AGRICULTURE	_____	16. NARCOTICS
_____	2. BIBLIOGRAPHY AND MULTI-SUBJECT INDICES	_____	17. NUCLEAR
_____	3. BIOGRAPHY	_____	18. ORDER OF BATTLE
_____	4. CARTOGRAPHY	_____	18.1 GROUND
_____	5. CLIMATE/WEATHER	_____	18.2 AIR
_____	6. ECONOMICS	_____	18.3 NAVAL
_____	7. ENERGY	_____	18.4 MISSILE
_____	8. EQUIPMENT (NON-OB)	_____	18.5 ELECTRONIC/ELINT/RADAR
_____	9. DEFENSE EXPENDITURES	_____	18.6 CHEMICAL/BIOLOGICAL
_____	10. IMAGERY	_____	19. POLITICS
_____	11. INSTALLATIONS & TARGETING	_____	20. POPULATION/SOCIOLOGY
_____	12. INTERNATIONAL ORGANIZATIONS	_____	21. SCIENTIFIC & TECHNICAL
_____	13. LINES OF COMMUNICATIONS	_____	22. TERRORISM
_____	13.1 HIGHWAYS	_____	23. TRACKINGS AND SIGHTINGS
_____	13.2 RAILWAYS	_____	23.1 AIR
_____	13.3 AIR	_____	23.2 OCEAN
_____	13.4 TELECOMMUNICATIONS	_____	23.3 SPACE
_____	14. LOGISTICS	_____	23.4 PERSONALITIES AND ORGANIZATIONS
_____	15. MEDICAL/PSYCHOLOGICAL	_____	24. OTHER (SPECIFY)

INPUTS (continued)

II. SPECIFIC SOURCES OF DATA:

A. UNSTRUCTURED RAW OR PROCESSED DOCUMENTS AND REPORTS:

(Designate the value of the following raw sources to your product -- 1 = essential, 2 = important, 3 = marginal, and 4 = no importance. Of those sources that you do receive and use, are they -- A = easily accessible or B = difficult to access. Please indicate the type of access you have to this source -- D = Direct or I = indirect. Comment on any problem with the source, such as access, security, etc.)

SOURCE	VALUE	TYPE OF EASE OF		COMMENTS/PROBLEMS
		ACCESS	ACCESS	
State cables and airgrams -----	----	----	----	
State MEMCONS -----	----	----	----	
NSA SIGINT translations -----	----	----	----	
NSA summaries and reports -----	----	----	----	
DoD intelligence reports (IRs) -----	----	----	----	
Military and service periodic reports and summaries -----	----	----	----	
Allied liaison intelligence reports --	----	----	----	
Second party (liaison) SIGINT -----	----	----	----	
Foreign: newspapers, books, etc. -----	----	----	----	
Domestic: newspapers, books, etc. -----	----	----	----	
CIA intelligence reports (TDFIRs) -----	----	----	----	
FBIS wire service and daily reports --	----	----	----	
DCS reports (OOBs) -----	----	----	----	
JPRS translations -----	----	----	----	
Press wire services (non-FBIS) -----	----	----	----	
DIA & NPIC photo interpretation reports -----	----	----	----	
Personal contact -----	----	----	----	
Other (including non-intelligence community documents, reports, journals, etc.) -----	----	----	----	

INPUTS (continued)

II. SPECIFIC SOURCES OF DATA:

B. ORGANIZED OR STRUCTURED FILES: Analyst Evaluation as follows: 1 = excellent, 2 = satisfactory, 3 = unsatisfactory. (For any previously unknown file--file out gold form.)

NAME OF FILE	SUBJECT & DESCRIPTION OF USE	MODE		VALUE	FREQUENCY OF USE				TYPE OF ACCESS		ANALYST EVALUATION						COMMENTS/PROBLEMS			
		Manual	Automated		1=essential	2=important	3=marginal	4=no importance	Daily	Weekly	Monthly	Rarely	D = Direct	I = Indirect	Retrieval time	Completeness		Validity	Currency	Format
1. <u>Personal Analyst Files:</u>																				
a.																				
b.																				
c.																				
d.																				
e.																				
2. <u>Office Files:</u>																				
a.																				
b.																				
c.																				
d.																				
e.																				
f.																				

II. SPECIFIC SOURCES OF DATA:

B. ORGANIZED OR STRUCTURED FILES (continued):

STATINTL NAME OF FILE	SUBJECT & DESCRIPTION OF USE	MODE		VALUE 1=essential 2=important 3=marginal 4=no importance	FREQUENCY OF USE				TYPE OF ACCESS		ANALYST EVALUATION					COMMENTS/PROBLEMS	
		Manual	Automated		Daily	Weekly	Monthly	Rarely	D = Direct	I = Indirect	Retrieval time	Completeness	Validity	Currency	Format		Other (specify)
3. Intelligence Community Files: (e.g., [REDACTED])																	
a.	STATINTL																
b.																	
c.																	
d.																	
e.																	
f.																	
g.																	
4. Other U.S. Government Files: (e.g., Treasury, Commerce, MEDLINES, Energy, AID, etc.)																	
a.																	
b.																	
c.																	

INPUTS (continued)

II. SPECIFIC SOURCES OF DATA:

b. ORGANIZED OR STRUCTURED FILES (continued):

NAME OF FILE	SUBJECT & DESCRIPTION OF USE	MODE		VALUE	FREQUENCY OF USE				TYPE OF ACCESS		ANALYST EVALUATION					COMMENTS/PROBLEMS	
		Manual	Automated		1=essential	2=important	3=marginal	4=no importance	D = Direct	I = Indirect	Retrieval time	Completeness	Validity	Currency	Format		Other (specify)
5. Library Holdings: (e.g., Library of Congress Agency libraries, University libraries, etc.)																	
STATINTL																	
a.																	
b.																	
c.																	
d.																	
e. STATINTL																	
6. Commercial and other files:																	
a.																	
b. STATINTL																	
c.																	
d.																	
e.																	

INPUTS

I. SPECIFIC SOURCES OF DATA:

C. FINISHED INTELLIGENCE PRODUCTS:

(List all finished intelligence products that make an essential contribution to your product and characterize their accessibility--
A=easily accessible, B=difficult to access.)

<u>FINISHED INTELLIGENCE PRODUCT</u>	<u>ORIGINATOR</u>	<u>ACCESS</u>	<u>COMMENTS/PROBLEMS</u>
1.			
2.			
3.			
4.			

D. UNEXPLOITED SOURCES OF DATA:

(List any unaccessible sources of data that would be useful to you including those in the catalog provided.)

<u>UNEXPLOITED SOURCE</u>	<u>ORIGINATOR</u>	<u>M/A</u>	<u>REASON FOR LACK OF ACCESS</u>	<u>COMMENTS/PROBLEMS</u>
1.				
2.				
3.				
4.				

UNSTRUCTURED QUESTIONS:

1. If you have used any of the data bases listed in the catalog but were dissatisfied, please describe the problem.
2. Do you prefer to access automated information systems yourself or through an information systems specialist? Please comment.
3. What percentage (%) of your work involves quantitative analysis (or modeling) versus subjective analysis?
4. Please describe the structure you prefer for filing your data (breakdown by area, country, subject, issue, etc.).
5. How many analysts in your office do you feel would give answers similar to your own?