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D R A F T (23 May 1963)

MEMORANDUM FOR: Deputy Director of Central Intelligence
THROUGH : Executive Director
SUBJECT : Establishment of an Office of Computer Services

1. Purpose

This memorandum proposes the establishment of an Office of Computer Services within the DD/S. Your approval of the recommendations in paragraph 5 is requested.

2. Facts

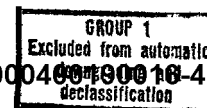
a. The Agency's automatic data processing (ADP) elements are today relatively decentralized. There are many independent machine elements, large and small, operating within the four Deputy Directorates.

b. In FY 64 the Agency plans to spend over six million dollars for machines and associated personnel. More than four hundred positions are now authorized to support such activities throughout the Agency. There are today five major independently operated computer centers in the Agency:

(1) The RCA 501/301 center under the Office of the Comptroller which supports the Comptroller and some selected Offices of the DD/S.

(2) The IBM 1401/1410 center (Project CHIVE) under the jurisdiction of the ADP Staff which supports the DD/I, predominantly. The recently

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ordered IBM 7090 will be added to this center and will support the DD/I, DD/R, DD/S, and DD/P. An SDS 920 (small scientific computer) will be added to this center at the end of 1963 in support of Project DD/P.

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(3) The IBM 1401/1410 center in the Records Integration Division, DD/P, which supports the WALNUT system.

(4) The UNIVAC 490 center under the Technical Intelligence Division, NPIC, which supports NPIC's photogrammetric requirements.

(5) The IBM 1401 under the Collateral Support Division, NPIC, which supports indexing and file maintenance tasks at NPIC.

c. The Agency's use of computer equipment is spreading. Many new requirements are emerging across the Agency; for example:

- A requirement exists for scientific computation in support of OSI's interest in such fields as trajectory analysis and telemetry analysis.

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- are seriously exploring the utilization of computers for language translation and automatic printing.

- DD/I anticipates considerable exchange of intelligence data on magnetic tapes with NSA and DIA.

- DD/R computer interests for ELINT analog analysis and OSA special project needs are already in the mill and growing.

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- COMMO has plans to employ computers for overseas cryptanalysis, and radio wave propagation studies.
- SECURITY has a pilot operation underway to test the efficacy of utilizing electronic computers for name indexing and searching.
- MED STAFF is studying the use of computers for automatic, remote analysis of EKG and EEG data.
- LOG is considering further refinements in its inventory control of supplies and equipment via computer techniques.
- PERSONNEL intends to increase its control over employee qualifications data and fitness reports.
- DD/P's Project is now using computer support in its developmental phase. Once operational, the computing requirement for this project is expected to be large.

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d. These expanding requirements will lead to a proliferation of computer centers throughout this Agency in the absence of a strong central computing support facility to meet such needs.

3. Discussion

a. During the past 12 years, CIA machine activities have developed along lines of separate and independent punch card installations in providing support to operational components. While this policy was reasonable in the context of punch card machines, it must be seriously questioned where

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computers are concerned. Strong pressures for centralization result from the introduction of large computer systems into any organization because computer systems are expensive, their effective utilization requires a high order of professional specialization, and their applications tend typically to cross organizational lines. CIA is today experiencing such pressures for centralization.

b. We have reached a crossroad and should decide now whether to continue to develop separate computer installations or establish a policy which will encourage consolidation of human and hardware resources whenever practicable.

c. Because of the advantages that are possible through consolidation, I feel the Agency should adopt a policy of pooling general purpose computer equipment and skills to the maximum extent possible, --exceptions outside the central structure to be tolerated only to the extent that they are essential to the performance of a highly specialized and exclusive function.

d. The creation of an operating Office of Computer Services will concentrate professional expertise in one place, thus making it possible to offer the best talents the Agency can muster to serve all parts of the organization impartially. It will more readily promote the exchange of computer techniques and applications permitting knowledge gained on one problem to be advantageously applied to another. It will encourage the development of professionalism in the data processing field by affording unified supervision of personnel, and permitting application of uniform standards of selection, performance, and career progression.

e. Consolidation of general purpose computer resources will also offer the Agency greater

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equipment flexibility, ensure compatibility of equipment where compatibility is a significant factor, and accelerate full equipment utilization.

f. There are three major computer components in the Agency today which individually serve the needs of more than one Deputy Directorate and whose consolidation would constitute a strong first step towards realizing some of the advantages of centralization. These components are:

(1) ADPS (DD/S) - providing professional computer advisory services to all components and charged with the DD/S computing development program.

(2) ADPD (Comptroller) - dividing its business-type computer time equally between the Comptroller and selected DD/S elements.

(3) Project CHIVE (DD/I) - serving the DD/I primarily but, through the addition of the large scientific computer (IBM 7090), soon to serve all four Deputy Directorates.

g. The WALNUT and NFIC systems are specialized and relatively self-contained and do not lend themselves to general purpose computer applications. They are, it appears to me, proper exceptions to consolidation. There may be other equally unique requirements for electronic equipment which will be surfaced for exception as our experience grows and the state of the electronics art progresses.

4. Conclusions

a. The Agency should adopt a policy of pooling general purpose computer equipment and related systems, programming, and operating personnel to the maximum feasible extent.

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b. An Office of Computer Services for CIA should be established within the DD/S, vice the ADP Staff, to serve all elements of the Agency, as appropriate.

c. The implementation configuration of the Office of Computer Services should consolidate the functions, hardware, personnel, and budgetary authorizations now assigned to ADPS (DD/S), ADPD (Comptroller), and Project CHIVE (DD/I).

5. Recommendations

It is recommended that you authorize:

a. The consolidation of all general purpose computing resources under a Director of Computer Services (DD/S).

b. The creation, effective 1 July 1963, of an Office of Computer Services within the DD/S with responsibilities and resources as indicated in this memorandum and its attachments.

c. The change in organizational title of the Automatic Data Processing Staff to the Office of Computer Services.

d. The transfer to the Office of Computer Services of the Automatic Data Processing Division, Office of the Comptroller, including functions, equipment, and personnel and budgetary authorizations.

e. The transfer to the Office of Computer Services of Project CHIVE from the DD/I, including functions, equipment, and personnel and budgetary authorizations. (This transfer to include the recently approved IBM 7090 scientific computing program which is evolving within the CHIVE context but is a CIA-wide program.)

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f. The issuance of the draft Agency Notice (attached) which implements these recommendations.

L. K. White
Deputy Director
(Support)

The recommendations contained in paragraph 5 are approved:

Marshall S. Carter
Deputy Director of Central Intelligence

(Date)

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ORGANIZATION

23 May 1963

OFFICE OF COMPUTER SERVICES

1. The Deputy Director (Support) is hereby assigned the responsibility for establishing Agency policies that will lead to the effective development and management of automatic data processing activities in CIA and for directing and operating general purpose computer centers for the Agency.

2. An Office of Computer Services is herewith established under the Deputy Director (Support) vice the Automatic Data Processing Staff (DD/S).

3. The mission of the Office of Computer Services is to direct and operate general purpose computer centers for the Agency, to perform required system analysis and computer programming, and to provide the DD/S with technical guidance in the field of automatic data processing. (In this context, automatic data processing is defined to include electronic computers, punch card electronic accounting machines, machine input devices, and associated systems and programming.)

4. The functions, equipment, and personnel and funding authorizations of the following components are hereby transferred to the new Office of Computer Services, DD/S, effective 1 July 1963:

a. Automatic Data Processing Division, Office of the Comptroller

b. Project CHIVE, DD/I (including the IBM 7090 scientific computing program)

c. Automatic Data Processing Staff, DD/S

Marshall S. Carter
Lieutenant General, USA

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