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29 January 1969

**History of the Office of Central Reference**

*Background not  
needed, only A-1, A-2, etc.*  
**1953 - 1966**  
**Outline**

**A. CENTRAL REFERENCE CONCEPT AND ORGANIZATION**

**1. Background, prior to 1953**

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- a. Definition of central reference. *Collection, n*
- b. Beginning of concept. ✓
- c. "Services of common concern" acceptance. ✓
- d. First five years of OCD spent in perfecting new system, "intelifax". *(general, detail in C) ✓*

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**2. Organization of OCD in 1953**

- a. Move to Riverside Stadium. ✓
- b. Personnel, budget, organization and functions. ✓
- c. Key personnel and responsibilities, 1953. ✓  
*Chart*

**3. Events significant to OCD, 1953 - 1967**

- a. Wide use of the Intelligence Subject Code.
- b. Expanded microfilming program.
- c. Central file on foreign radio frequency usage and station particulars.
- d. Collection and budgetary problems with Department of State.
- e. NSCID-16 approved. *(Publications procurement) ✓*
- f. Ad Hoc Subcommittee on Information Processing (AHIP) of the IAC formed.
- g. OCD renamed Office of Central Reference. ✓
- h. Inspector General's Survey of OCR.
- i. Vital Materials Committee established *& contingency planning*
- j. Document Division formed. ✓
- k. Continuing study by OCR of machine techniques. ✓

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*Had data on  
collection &  
procurement*

*← HIC*

*Growth in the appreciation*

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

4. The Library Consultants' Report on OCR, 1957

- a. Summary of findings.
- b. Response by AD/CR.
- c. Reduction of OCR personnel ceiling.
- d. Changes in OCR administration.
- e. AD/CR appoints 16 Task Teams to study and evaluate Consultants' Report. *Evaluation of results.*
- f. Operations Staff dissolved.
- g. Organization of Central Reference Advisory Group (CRAAG) by AD/CR.
- h. Key personnel and responsibilities, 1957.

5. Continuing or new OCR projects during transition, 1957 - 1958

- a. Support of specialized indexing operations (IPI, MIRA, EEAI, etc.). *(also D)*
- b. CR Series begins reporting on the exploitation of U.S. Government sources. *B, III, E*
- c. Captured German and Japanese documents. 25X1A6a
- d. Transfer of Office of Training Library to OCR. [redacted] Branch operations. *(D in detail)*
- e. Graphics Register established a field procurement position in [redacted] *(B 25X1A6a)*
- f. DCID 1/4 approved CODIAC (replaces AHIP). *(D)* DCID 2/5 approved PROCIAC. *(B)*
- g. Liaison Division becomes Liaison and Collection Division. *(D)*
- h. Statistical Division formed, later transferred to PIC.
- i. Automation Development Group (ADG) formed in OCR. Begins testing MINICARD. *(C)*
- j. AD/CR recommends to DDI establishment of CIA Computer Center. *(C)*
- k. Special Assistant to AD/CR assigned for 2 years of computer training to Western Data Processing Laboratory. *(C)*

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6. Measures taken to increase OCR retrieval capabilities, 1959 - 1963

- a. OCR recognizes staggering growth of files and corresponding maintenance costs.
- b. Budgetary and manpower limitations.
- c. Evaluation of MINICARD system completed. Results.
- d. First major revision of the Intelligence Subject Code (ISC) issued.
- e. DDI Review Panel for the Industrial Register ([redacted] Chairman) issues report. *(D)* 25X1A9a

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- i. AD/CR testifies before appropriate Congressional committees on subjects pertinent to OCR.
- g. Discussion of DDI computer needs between DDI Automation Staff, AD/CR, others. (C)
- h. USIB-sponsored Community Information Processing Study (SCIPS) established and presents final report to CODIB. Successor to SCIPS is CODIB Support Staff. (D)
- i. Beginning of Special Register "all source" service. (D)
- j. Lessons learned from Cuban crisis. (D)
- k. First steps in establishing computer center in the DDI (Project CHIVE). (C)
- l. Industrial Register outback in personnel and functions, 1963; officially disestablished in 1964, 15 positions to SR for "all source" center, 51 positions abolished. (D)
- m. CHIVE Evaluation Group reviews Phase I report; approval received to proceed into Phase II - detailed design. DDI/CHIVE Project Officer appointed; index testing begun. (D)

7. Changes Affecting other OCR services, 1959 - 1963

- a. OCR began publishing series of specialized Reference Aids.
- b. Branch libraries established for Office of Communications, the Language and Area School of the Office of Training, and the General Counsel. (D)
- c. CODIAC changed to CODIB; PROCIAC to PROCIB.
- d. Radio Stations Branch of Special Register dissolved.
- e. Severe records retirement drive in preparation for move to new building. (C)
- f. Move to the new building.
- g. OCR instructed to design system for a Central Requirements Registry. Established. (B)
- h. Dissemination of non-CIA cables transferred with 10 positions from Document Division, OCR, to Cable Secretariat. (D) Collection Branch (11 positions) transferred from Liaison and Collection Division (renamed Liaison Staff) to OO. (B)
- i. Political biographic function transferred from State Department to OCR/BR with 67 positions.
- j. Release of certain unclassified publications to the academic community. (D)
- k. ADG in OCR abolished.

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- l. Document dissemination functions of ORR and OCI transferred to OCR with 20 positions. (C)
- m. Requirements Registry assigned to Collection Guidance Staff, DDI. (D)
- n. Testing Document Abstract Recording Equipment (DARE). Operational 1964. (C)
- o. Foreign Documents Division (FDD) with 269 positions added to OCR. Changes in OCR top management.
- p. CIA Automatic Data Processing Staff becomes the Office of Computer Services. (C)
- q. MIS "Key Personalities" production responsibility assigned to BR. (D)
- r. Impact of DIA. (D)
- s. Joint OCR/OCS project begun to develop Automatic Language Processor (ALP). (C)
- t. Key personnel and responsibilities, 1963.

8. Computer Experimentation, 1964 - 1966

- a. Foreign Installations Branch (FIB) established in BR with 31 positions.
- b. Project 375 discussions concerning Agency information processing activities. (C)
- c. Improvements in machinery for speeding up document processing to be compatible with CHIVE.
- d. Beginning CHIVE Phase III: Tasks and personnel assignments. (C)
- e. Recommendation to place letter of intent with IBM for one 360/30 computer for OCR.
- f. Coordination of biographic services prior to CHIVE.
- g. Further budget restrictions and their effect.
- h. Staff work on suggested reorganization of OCR: Group A (Processing), Group B (Service) and Group C (Publications).
- i. OCR Development Staff created with 54 positions. This element, with 21 positions from OCS, constituted the CHIVE Task Force (CTF) to develop and implement the new OCR reference support program using all source material. (C)
- j. Began issuing computer supported listing and shallow index of collateral receipts on China called SKAN (Subject Keyword Announcement). (C)
- k. COLEX experiment in OCR. (C)
- l. FDD/OCR Automatic Language Processing (ALP) experiment terminated. (C)
- m. [REDACTED] report to Ass't. DDI "Choosing the OCR File System". (D)

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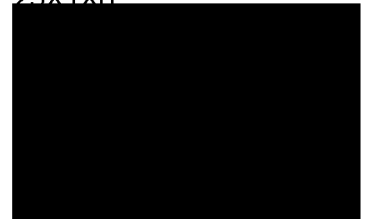
9. Concurrent Services by OCR, 1964 - 1966

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- a. [REDACTED] (B)
- b. Procurement of Communist Chinese publications. (B)
- c. Relationship with RAND. (D)
- d. ~~CRAG activities.~~
- e. [REDACTED]
- f. ~~Emergency planning.~~
- g. ~~Release of national intelligence to foreign governments.~~ *discrimination*
- h. Acquisition Branch of CIA Library transferred to FDD. (B)
- i. Merger of Geographic Attache and Publications Procurement programs. FOIAb3b1 (B)
- j. FDD Publications survey, [REDACTED] (B)
- k. Reports prepared for the Guidance and Evaluation Panel ("Knox Panel") for the President. (D)
- l. Use of LEX (facsimile transmission system) in SR, later in BR.
- m. Changes in OCR top management (1965 - 66).
- n. Branch library for ORD.
- o. Organization of Document Systems Group in OCR.
- p. Key personnel and responsibilities, 1966.

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