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Draft # 3

Chapter II. Background Thru ¹⁹⁵²

1. Previous Histories

There are two papers basic to an understanding of the early history of the Office of Collection and Dissemination (OCD) ~~after 1955, the Office of Central Reference (OCR).~~ ^{which was noted above,} The first is Chapter V: Development of a Reference Center, part of the ten chapter "Organizational History of Central Intelligence Agency, 1950-1953," prepared by the Historical Staff, O/DCI, in 1957. Although Chapter V ^{uses:} indicates 1950 as the beginning date of the history, about the first third is devoted to the period 1946-1950 and treats the origin of OCD in detail.

The second paper is a draft of the story of the development of OCD, ^{prepared} ~~collected by~~ ^{25X1A9a} ~~temporarily attached to the Historical Staff.~~ ² Compiled probably early in 1952, the draft carries the following endorsement by the Assistant Director, OCD (Andrews): "I think the content of this draft is probably quite satisfactory for a summary history."

^{Basic}
2. OCD Functions

OCD had assigned to it in ^{the years} 1946-47 three primary functions: requirements (what was needed by the requester to fulfill his mission); collection (^{100% of} coordinated field collection); and dissemination (distribution of the intelligence documents ~~received~~ ^{stated} to the requester, based on his requirements). Pulling together the extant material, which it ~~had~~ ^{actually} had the authority to do ~~so~~ by virtue of the National Security Act of 1947 ~~establishing CIA~~, OCD had to work out ^{procure and collect and then} the way to ~~get~~ the material ~~in~~ ^{process, store and} retrieve it in an expeditious manner. There was no existing ^{example} counterpart of such a system of such magnitude designed to support an intelligence organization.

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The planners and organizers of OCD recognized that a central reference organization was required which would encompass at least the following services:

- a) through established channels, getting the intelligence documents to a central point so that immediate dissemination based on requirements could take place;
- b) indexing the documents in a manner providing multiple-choice retrievability;
- c) storing the documents in an organized fashion, providing for weeding out superseded items;
- d) ensuring proper security for handling material with all degrees of security classification;
- e) establishing means for procuring items needed beyond the broad requirement categories;
- f) putting into the system certain unique collections inherited from other agencies, such as photographs, biographic and industrial intelligence; and
- g) organizing a small but highly selective and current library of open literature.

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The core of OCD ^{processing} facilities was the Intellofax System, which provided the requester with a bibliography of intelligence documents pertinent to his problem and arranged in any one of several ways. The bibliography was prepared by IBM and other machines which produced a facsimile of the catalog information prepared on each document indexed. ^{On} 1 November 1949, the AD/CD issued a report which described how OCD had established the Intellofax System and why. In this report ³ ~~are~~ ^{is} the following significant ^{statement} ~~words~~, "It is quite possible that the central reference system being built by CIA will ultimately prove the

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The groundwork for the role of OCD as a central reference service had been carefully planned and action taken within budget and manpower limitations. Forging this service and making it responsive to current needs was an evolutionary process. In 1951, for example, a new division, the Special Register, was established to provide indexing and reference services ^{for} of special intelligence materials on a compartmented basis, but integrated as far as feasible with the standards used in OCD. ^{3a}

The Office had moved portions of the OCD operations to the Riverside Stadium during 1952, relieving temporarily the crowded quarters, ^{in M Building} but receiving in turn a building in sad condition as far as health and safety standards ⁴ were concerned. Yet OCD had to occupy this patched-up former skating rink for the next nine years, until the move to the new building in 1961.

^{Durney} The first five years of ^{1947-1952, OCD} ~~OCD~~ may be summarized by stating that ⁵ it had developed a unique central intelligence reference service in support of current operations and was building a storehouse of information to meet the varied needs of the future. Into this system OCD endeavored to build the same finding controls for classified documents and information that a researcher was accustomed to using in unclassified research work.

To carry out its assigned responsibilities in 1953, OCD was organized into seven divisions (See Chart #1). The total number of OCD personnel had been increased from about ^{25X9A2} [redacted] in 1950 to ^{25X9A2} [redacted] by mid-1953. ⁶ Annual budget and manpower statistics are listed in Appendix C.

[Handwritten signature]
*See item no. 1

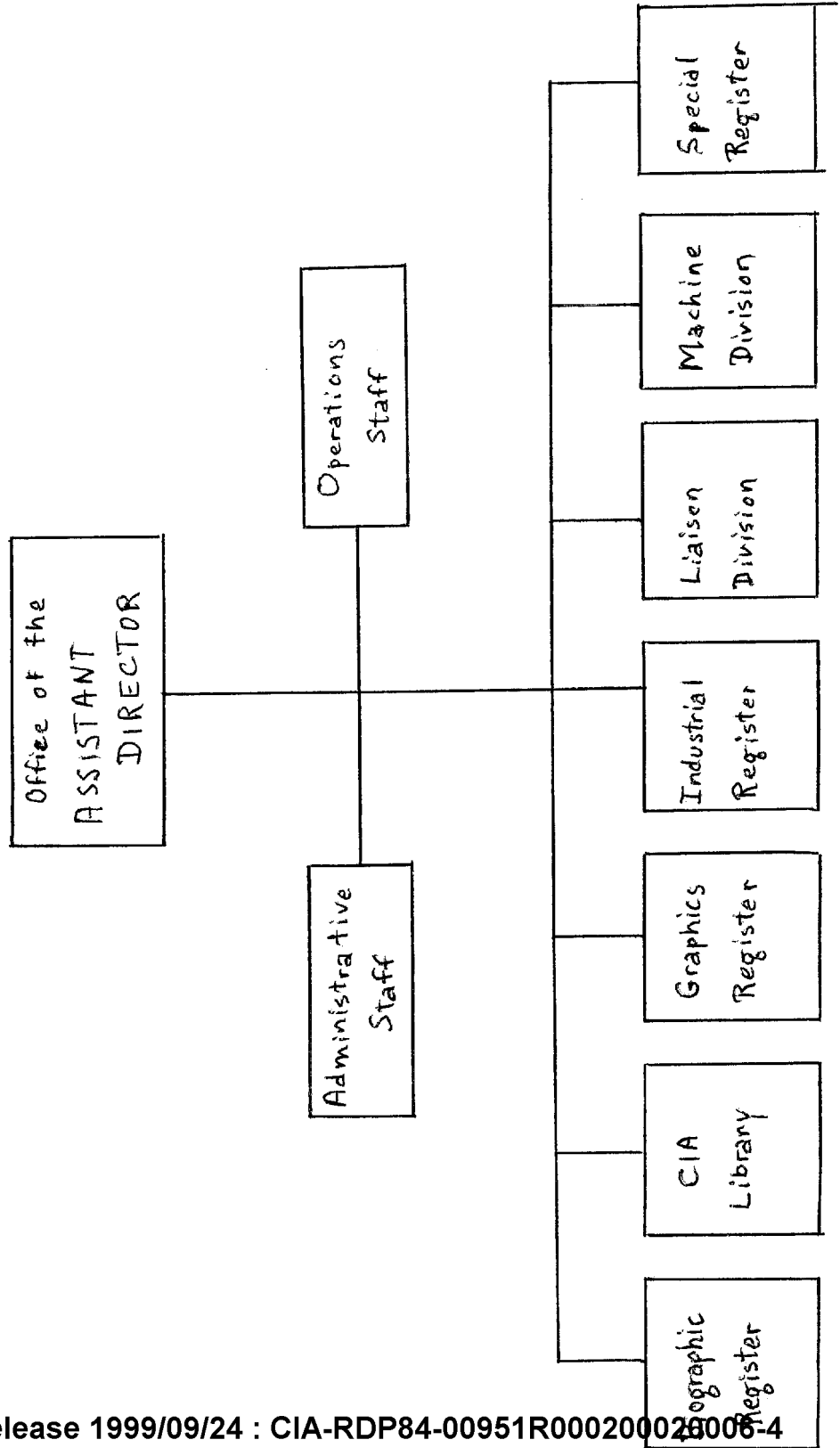
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CHART No. 1.

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1953

ORGANIZATION CHART
OFFICE OF COLLECTION AND DISSEMINATION



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