

Abstracts from BR System Description 12/60

service to CIA customers, USIB agencies, all other "authorized recipients," incl. non-USIB agencies, contractees of fed. agencies, private indivs. cleared for such data.

external search - BR will check counterpart file systems upon specific request of CIA customers; other requesters must use own channels.

output--both copies of orig. intell. docs. & "finished intell."

Master File - centralized collection of all Div's dossier holdings.

25X1X2

Sovbloc Bibliographic Card File - c.1,520,000 5x8 card refs to pubs of Sov

Sources of data govt intll reports; other govt reports; unpublished govt-controlled data; open source material.

25X1X2

Input philosophy:

1. attempt index each collection of raw data that we received about a personality in as much detail as time & other circumstances permit.
2. attempt link (identify) each new report on a personality w/info previously stored on that personality
3. attempt unitized out personality info into discrete files by conversion of ~~xx~~ incoming docs using any method suitable--eg, extracting, abstracting, reproduction, cut & paste, etc.
4. attempt prepare as many master record summaries as possible when we process data into the system.

processing into files: sorted in mailroom. most to BR areas sections. some first to editor for international scientific conf. file. analysts in area sections process into dossier file, bio card file or name-indexed doc file. dossier ~~file~~ may be either folder containing hard-copy data or McBee Keysort cards containing extracted data. Most data on bio info sheet or on reverse of McBee card is coded & punched into tab cards.

bio card file - names not import. enuf to index in detail; not enuf data for dossier; form of orig doc (card); may be typed on card, pasted on card, dittoed, mimeod, folded, etc. they are filed in section card file, not in master file. Biblio card files maintained in some sections, mostly USSR. similar to biocard files b7t differ in origin & subst content. most obtained from special contract operation & consist of refs to or abstracts of pubs of foreign scientiests. most arrive in card form; filed by sci/author's org affil (if reported) as well as by author's name.

name-indexed doc files.

25X1X2

25X1X8

25X1X2

misc files: Bibliographic Card File, File, Microfilm File,

25X1X2

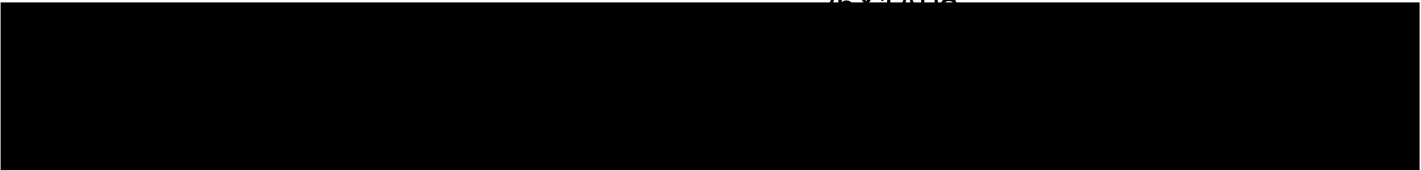
↑ indicated on 1957

Classification Section (Support Br) - converts analyst's clear text indexing into numerical codes. sends dossier code forms & who's who cards to Machine Sec. Punch Unit. where coded data entered onto cards; these sent to Machine Unit for filing. Meanwhile, Class. Section sends the docs themselves to master file for filing into personality folders or McBee file. Master file also receives doss directly from sections for filing into estab. files. Master File also maintains Soundex file to all dossier names on file.

~~Output~~--written reports & feference aids. written response ranges from brief notation on name-check form stating that we do or do not have derog. to 1000-page pub. on [redacted] may take one person 5 minutes or 12 persons 2 yrs (SMOS). reports range from summary to comprehensive narrative (NIS). ref. aids periodiacclly produced to answer needs of intell comm as a whole.  
machine listings & who's who cards  
document reproduction  
phone service  
customer inspection of original docs

25X1X2

25X1A0c



25X1X2

