

~~CONFIDENTIAL~~

OIT-0373-87  
18 June 1987

MEMORANDUM FOR: Deputy Director for Administration  
FROM: Director of Information Technology  
SUBJECT: Weekly Report for Week Ending 19 June 1987

\*1. OIT personnel completed programming a computer model for the Intelligence Community Staff (ICS) which will allow senior Agency and Community managers to select intelligence collection strategies that provide the optimal intelligence product for the resources expended. The 6-month effort culminated this week with the turnover of the Collection Strategy Evaluation Method (CSEM) model to ICS personnel who were extremely pleased with the results. Users anticipate being able to use the model to provide supporting rationale for Community budget requests to Congress.

25X1

\*2. OIT personnel completed the development of a computer system for the Public Affairs Office (PAO) which automates a manual system for cataloging all publications that reference Agency personnel or activities. PAO personnel accepted the system this week and expect it to provide a major improvement in the management of this information. Called the Public Affairs Catalog System (PACS), the system was programmed using the NOMAD Data Base Management System on OIT mainframes.

25X1

\*3. An OIT survey of usage of the Agency's Automated Information Management (AIM) electronic mail system, dramatized the heavy use being made of the system. In a recent month, [redacted] mostly Directorate of Intelligence and Directorate of Administration personnel, averaged the following weekly statistics: 50% of registered users used AIM at least

25X1

[redacted]  
delivered. These figures were compiled from OIT's two major computer centers - - the [redacted] Center and the Northside Center.

25X1

25X1

\*Items of special interest

~~CONFIDENTIAL~~

CONFIDENTIAL

25X1 4. OIT began its participation in Project Bandwagon, the Agency-wide effort to streamline the processing of insurance claims. OIT personnel plan to conduct an information management survey of the Insurance Operations Division of the Office of Personnel. This survey will concentrate on files management, forms management, and paper flow. [redacted]

25X1 5. OIT personnel completed preparations to allow the initial contingent of the Office of Development and Engineering to move [redacted]

25X1 [redacted]  
Edward J. Maloney *EM*

CONFIDENTIAL