

SECRET

18 AUG 1964

DD/S&T-2221-64

MEMORANDUM FOR: Addressee Distribution

SUBJECT: Computer Listings of Agency Research
and Development Projects

1. Some time ago, an attempt was made to list research and development projects of the Agency in a manner suitable for processing and analysis using computer techniques. This was found not to be practical in January 1964; however, recent additions to the OCS equipments and an increase in the potential users for such listings now makes this feasible and desirable.

2. Plans and Programs Staff, DD/S&T, has prepared a suggested format, explanatory notes, and categories of descriptions for the projects which were discussed and listed in RDRB meetings in the fall of 1963. Each office to be concerned with this project is furnished a copy of this material for review and suggested additions or deletions.

3. The need for compartmentation of information from each office is recognized and will be provided as a matter of routine practice. By keying your project listings properly and through instructions to OCS, no single participant will have access to information other than that which he contributes unless authorization from an original contributor is obtained.

SECRET



~~SECRET~~

**SUBJECT: Computer Listings of Agency Research
and Development Projects**

4. The attached format for inputs has been designed by following as closely as possible the present formats of TSD and ORD--the two activities having 80-90 per cent of the R&D projects in the Agency. However, some additions which would make the format more useful to other offices which would be accommodated. In return for the work of conforming to this request and future listings, each office will be able to retrieve easily a complete computer print-out of their R&D program at any particular time. It is requested that your comments be furnished directly to Plans and Programs Staff, DD/S&T, by 1 September.

25X1A

Original signed by:



**Executive Secretariat
Research and Development
Review Board**

Addressee Distribution:

- ORD
- OEL
- TSD
- Commo
- NPIC
- OBPAM
- Admin/DD/S&T

Attachments:

A/S

Distribution:

- 1 - Each Addressee 25X1A
- 1 - Dr. Wheelon via [redacted] 25X1A
- 1 - [redacted] 25X1A
- 1 - OCS
- 1 - PP/DD/S&T 25X1A
- 1 - [redacted]
- 2 - DD/S&T Registry

DD/S&T: [redacted]: 4020:hjb (14Aug64) 25X1A

~~SECRET~~