

ADMINISTRATIVE  
INTERNAL USE ONLY

16 June 1966

MEMORANDUM FOR: Chief, Administrative Staff, DD/S&T

SUBJECT : Agency Study of Space Requirements

REFERENCE : Memo Same Subject, dated 2 June 1966

1. This memo is in response to your request for a review of OCS space requirements as forwarded to the DD/S&T on 10 January 1966. A review of our projected personnel requirements re paragraph 3a of reference indicates that our previous estimate is still valid.

2. OCS recommends that the Agency consider seriously constructing a building to house all computer and related data processing equipment. This is based on the following:

(a) Implementation of present hardware conversion plan from 2nd to 3rd generation gear is already underway. To fully realize the potential power of this equipment in a total time-shared environment, the interface between communications and computer facilities becomes a critical requirement. Therefore, sound space planning for the future dictates that both communications and computer facilities be co-located. NB

(b) Such a central facility would be more economical when consideration is given to such special requirements as air-conditioning, a power supply on a non-interrupt basis, and shielding of computer installations against electronic emanations.

(c) Physical security would be more effectively controlled.

(d) Backup computer facilities for various organizations would be more effective.

(e) Common items of supply could be shared by various computer organizations thereby realizing economies in the reduction of costs through duplicative procurement, handling and transportation costs.

ADMINISTRATIVE  
INTERNAL USE ONLY

**ADMINISTRATIVE**

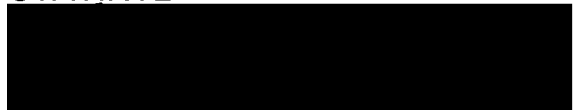
Approved For Release 1999/09/10 : CIA-RDP78-04787A000100110002-2

**INTERNAL USE ONLY**

SUBJECT: Agency Study of Space Requirements

3. In addition, space for the human element associated with the computing facility should be designed to offer maximum privacy and shielding from distracting conversations. The intellectual nature of the tasks involved in computer analysis and programming requires a high degree of accuracy and close attention to detail. Therefore, optimum effectiveness of computer specialists can best be achieved through providing them adequate space which recognizes the intense concentration required in this type of work.

STATINTL



Chief, Administrative Staff, OCS

**ADMINISTRATIVE**

Approved For Release 1999/09/10 : CIA-RDP78-04787A000100110002-2

**INTERNAL USE ONLY**

**SECRET**

FMSAC 546/66

16 June 1966

MEMORANDUM FOR: Chief, Administrative Staff, DD/S&T

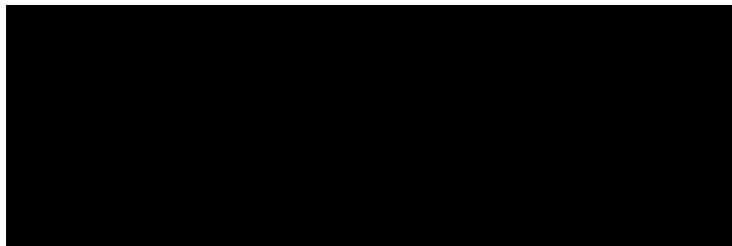
SUBJECT : Space Requirements

REFERENCE : DD/S&T 2955/66

1. The projected 155 total departmental personnel and office space for the period 1975-80 is a correct estimate.

2. It would be most suitable to be located near O/DD/S&T, OSI and OEL.

25X1A



**SECRET**

**SECRET**

DD/ST# 3203-66

OEL 560/66

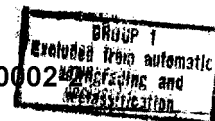
16 JUN 1966

MEMORANDUM FOR: Chief, Administrative Staff, DD/S&T  
SUBJECT: Space Requirements  
REFERENCE: DD/S&T 2955/66, dated 2 June 1966  
Subject: Agency Study of Space Requirements

25X9 1. The total departmental personnel figure of [REDACTED] is consistent with the present planning of OEL in regard to predictable personnel expansion by the year 1975-80. The expansion figure is based upon OEL receiving similar and increased tasking within its present framework. Any assumption of additional tasks and/or responsibilities not now within the purview of OEL could effect the departmental personnel figure. The "total space needed" figure of [REDACTED] does not appear to meet the needs of OEL as predicted for the years 1975-80. OEL presently has [REDACTED] square feet of space for personnel and equipment. By computing an unofficial 80 square feet per person for the indicated personnel expansion of [REDACTED] people, a total of [REDACTED] is apparent. This allows only 320 feet for the laboratory expansion, heretofore predicted by detailed study and forecast, to require 3,925 square feet of additional space. 25X9 25X9

2. The divisions and staffs of OEL should be as contiguous as possible either on a horizontal plane (same floor and adjacent) or vertical plane (directly above or below). The office is presently

**SECRET**



**SECRET**

OEL 560/66  
Page 2

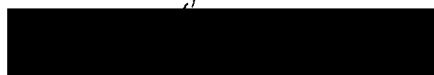
spread out through the building to an almost impractical degree, being on three different floors and at nearly all major compass points. OEL location as it pertains to other directorates is relatively important due to:

a. The receipt of and delivery to Headquarters components of operational data processed by some of the OEL elements.

b. The necessity for continuous liaison and working relations with some elements of DDI, DDP, and DDS.

c. Other less constant requirements but nonetheless timely in nature.

3. The laboratory function conducted by the Analysis Division of OEL could be located in a separate structure from the Headquarters building if the building was constructed as a technical building thereby having the necessary power and air conditioning among other assets normally found in a building constructed for technical installations. A rapid secure facsimile or data link to Headquarters would have to be a prerequisite of the separation of AND from the Headquarters building.



*for* GEORGE C. MILLER  
Director of ELINT  
DD/S&T

25X1A

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

**SECRET**

SENDER WAIVER FOR RELEASE TO 1997/09/18 CIA-RDP78-04787A000100110002-2

UNCLASSIFIED CONFIDENTIAL SECRET

CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1			
2			
3			
4			
5			
6			

ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	SIGNATURE

Remarks:

*Subject: DOSA space requirements valid as submitted.*  
*2). If they have to move - it can only be as a package with the entire office*

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

UNCLASSIFIED

CIA-RDP78-04787A000100110002-2

25X1A