

13 June 1961

MEMORANDUM FOR: [REDACTED]

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1. Regarding photo lab, remember it is a "special purpose" not a "production" facility. Majority of work is handled on an item by item basis with emphasis on quality not quantity. Requirement for automation not foreseen by either [REDACTED] or me. New techniques should have little effect on layout of photo lab. Have worked out major details with [REDACTED] people. Set aside between 1200 and 1600 square feet for true "white glove" special lab in which will place up to 4 each 20X enlargers, 1 Loge strip printer, one 4X continuous printer and small color lab. Drying chamber (using dessiccant principle) about 1000 to 1200 square feet should suffice.

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Re other two small photo labs on the 5th floor, drop these.

[REDACTED] lab will take care of all their needs. Do not plan to use R & D space for this purpose.

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2. Do not understand what agreements about tapes of data are required. [REDACTED] does not feel they need to go to tapes at this time. 95% of their problems are more readily handled on cards than on tape. Remember regardless of type of storage, printer in 1401 system is only capable of listing a maximum of 600 lines per minute. Tapes do not provide for the rapid correction, sorting, and rearrangement capability required in [REDACTED] data handling problems; this capability is inherent however in card handling version. Have worked out space requirement with [REDACTED] people.

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3. At present, link primarily will consist of couriers to handle hard copy materials, but text will be relayed by Commo Center being planned.

4. Registry is central message center. Only consideration is need for commo facility in registry. Require an area not to exceed 200-300 square feet.

cc: w/attachment

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*draft given to me
by CFC
do not know author*

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