

MEMORANDUM FOR: *AEM*

*I'll want Steve
T's &
comments, before
I read.*

H

3 Apr

(DATE)

25X1

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

(47)

DECLASS REVIEW by NGA

MEMORANDUM FOR: ~~JJH~~ - FYI

John:

This is in response to a query from you in January asking JWC what we are doing in the R&D field for PSG. I have given copies of this memo to [redacted] and [redacted] inviting comments. You may wish to initiate some positive actions in the PSG related ^{DATA} R&D.

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FORM NO. 101 REPLACES FORM 10-101 WHICH MAY BE USED. 1 AUG 54

(over) (47)

field, but before doing so it
may be helpful to know of
earlier endeavors.

Please note last sentence
in P7... page 3. This is an old
unresolved jurisdictional dispute.
I have invited Steve & Ed to
surface it for a Solomon-like
 decision.

ad
4/2

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CENTER ROUTING SLIP

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TO	INITIALS	DATE	REMARKS
Chief, RED/TSSG			
		27 March 1970	

TO	INITIALS	DATE	REMARKS
DIRECTOR			<p>To 1:</p> <p>John:</p> <p>The attached memo describes the support RED is providing PSG & also mentions past & some of our present problems in determining what is expected from RED in this area. As I'm sure you are aware, we would like to provide close R&D support in helping solve some of their problems. I believe the dialogue that recently has opened with PSG/R&ED should help. We will attempt to develop a viable R&D effort in their support starting in FY-71.</p> <p>I recommend this memo be passed on to [redacted] since in a past memo he asked what R&D effort was going into supporting material handling problems in PSG.</p> <p>[Signature]</p> <p>[redacted] - I think this is timely, in view of larger volumes of material to be handled by ASG.</p>
DEP/DIRECTOR			
EXEC/DIRECTOR	2		
SPECIAL ASST	1A	M 4/2	
ASST TO DIR			
HISTORIAN			
CH/PPBS			
DEP CH/PPBS			
EO/PPBS			
CH/IEG			
DEP CH/IEG			
EO/IEG			
CH/PSG			
DEP CH/PSG			
EO/PSG			
CH/TSSG	1.	JRC 3/31	
DEP CH/TSSG			
EO/TSSG			
CH/SSD/TSSG			
PERSONNEL			
LOGISTICS			
TRAINING			
RECORDS MGT			
SECURITY			
FINANCE			
C/RED	3		
DIR/IAS/DDI			
CH/DIAXX-4			
CH/DIAAP-9			
CH/SPAD			

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NPIC/TSSG/RED/SRB-025-70
26 March 1970

MEMORANDUM FOR: Chief, Research & Engineering Division, TSSG/NPIC

SUBJECT : R&D Support for PSG

1. This memorandum has been prepared in an attempt to summarize past events and where we may proceed with regard to a R&D program addressing the Production Services Group workload and equipment relating to non-computer, stored information and materials. Non-computer, stored information is used herein as a subset of a larger field, generally referred to as information science. The intent herein is to consider the handling of information for which, due to the volume, low activity rate, uniqueness, etc., it is impractical to consider storing and manipulating in its entirety in a general purpose computer. Such information may, however, be well suited to some degree of computer control or automation.

2. The Center's R&D component has, in the past, made several attempts to initiate a Materials Handling Program to address the problems of preparing, storing, retrieving, controlling, transporting, and etc., non-computer stored information and materials such as publications, reports, photography, maps, and charts-with little success. The most recent overall R&D effort addressing this problem was in 1967, when we solicited proposals for a materials handling study and actually went forward to the DDI with a request for contractual approval. Approval was not granted by the DDI for reasons of which I am uncertain, but was apparently because of budget consideration and reluctance to engage in R&D in a non PI, oriented effort. For additional details, see the attached Development Objective and Approval Request. Since that time, there have been a number of efforts tackling a portion of the problem; the more notable of which are: the [redacted] report) Preliminary Study of Film Handling within NPIC, and the "Chip" studies, including the [redacted] Chip Implementation Investigation. Each of these recent efforts addressed the film handling problem with little or no emphasis on non-computer stored information or other PSG handling problems.

3. For the past several months, we have been working very closely with PSG/R&RD personnel in an attempt to better understand their problems. As a direct result of this liaison, they have made a comprehensive review of what they consider to be their problem areas and have prepared a requirements paper which will be of tremendous assistance in preparing

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SUBJECT: R&D Support for PSG

a R&D program in support of their operations. Additionally, we have been collecting information on off-the-shelf products that may be of considerable assistance to PSG/R&RD and have arranged an in-house demonstration of one piece of equipment (ACCESS SYSTEM 60) of direct interest to them. Included within their area of concern is the microfilm problem area. R&RD/PSG is currently implementing a microfiche system to replace the exhausted Minicard system. They regard the Microfiche system, as it is currently structured, as an interim solution and are looking for a more effective approach. I will not elaborate on the other R&RD problems since the PSG paper is a more comprehensive description than I could hope to summarize herein. It appears, however, that their requirements can be categorized into two types: (1) functions which lend themselves well to being integrated more closely within an electronic data processing and microfilm environment, and (2) those functions which must remain largely a physical transportation problem such as film. In either event, serious consideration must be given to the degree of automation that may be justifiable in terms of cost versus manpower constraints.

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4. To assist in the publication of reports, RED is currently pursuing the development of the [] Graphic/Editorial Display System, and are awaiting proposals for a Graphic Layout Display System. Another potential task for reducing our publication production workload is dependent on the direction we take in microfilming. Significant advancements are being made in computer to microfilm (COM) devices which demonstrate reduced computer printout and publication costs. It is probably premature to consider a COM device for the immediate future but the combination of a COM device coupled with the [] and Graphic Display Equipment is worthy of future consideration for rapid low cost preparation and dissemination of reports.

5. With respect to the procedures for ordering, obtaining, and controlling photographic reproductions, there is a difference of opinion as to the magnitude of the problems involved. It ranges from being considered a satisfactory process by some PIs (probably those with high priorities) to being a lengthy time delaying process by others. In either event, it is an area worthy of looking into to see if some form of manpower savings can be achieved at a minimal cost. Dependent on the outcome of the duplication and distribution plan adopted for future systems materials the reproduction requisition process may become a significant problem area.

6. At this time, I feel it would be premature to make any manpower saving estimates that may be realized through potential R&D efforts as referred to above. It is my opinion, however, that the potential does exist for achieving significant manpower savings within the Center. The extent to which any manpower savings may be realized is subject

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SUBJECT: R&D Support for PSG

to an objective detailed analysis of the problem and weighting the results of the analysis against the costs of automation or services deleted.

7. In conclusion, there have been no recent R&D efforts addressing the overall non-computer stored information and materials handling processes in which the Center is engaged; since, projects addressing this area have been repeatedly turned down by management. These processes, for the most part, are not unique to the PI process (although the information or materials may be) and are similar to handling problems encountered elsewhere in the Government or large corporations. What is unique, however, is the approach we take in addressing our Information/Materials handling processes, and a successful system applied elsewhere may be extremely inefficient within the Center. At this time, I do not feel that we have a sufficient enough understanding of the problems encountered to make specific hardware oriented implementation recommendations. I feel, however, that we must first conduct a study to analyze the overall situation, then single out specific programs for implementation at a later date. To date, we have not received the final ADP and Material Handling Requirements paper prepared by R&RD/PSG. On receipt of this paper, we will do an analysis of their requirements and recommend appropriate action for including in the FY-71 budget. Additionally, we will continue to seek out and evaluate off-the-shelf equipment or techniques. Before any effective program can be implemented, however, it will be necessary to resolve differences between AID/PSG and RED/TSSG concerning our responsibilities for R&D in the information sciences.

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Chief, Systems Research Branch,
TSSG/RED

Attachments:

Development Objective (20 Dec 69)
NPIC/D-72-67

Distribution:

Orig. & 1 - Addressee
1 - TSSG/RED/SA
1 - TSSG/RED/SRB/CAS
2 - TSSG/RED/SRB

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SPEED LETTER		REPLY REQUESTED		DATE 10 April 1970
		YES	NO	LETTER NO.
TO : Executive Director, NPIC		FROM: Chief, Production Services Group		
ATTN:				
<p>25X1 In reference to our working relationship with TSSG in the field of R&D, I think 25X1 the memorandum prepared by [] reflects the communications we have working with TSSG. We plan to keep this going and expand on it. RRD has prepared and forwarded to TSSG a paper they feel expresses their needs in materials handling and related fields. RD is in the action but more on the equipment side. In some cases our internal program is held up on specifics, such as for [] we do not yet know the size of reels we will be receiving (450/150 feet) or the number of copies of material. However, as these details unfold we will continue to prepare ourselves and if additional R&D efforts are needed, we will be working with TSSG to get these efforts underway and bring them to conclusion.</p> <p style="text-align: center; margin-top: 20px;"><i>S. J.</i></p> <p style="text-align: center; margin-top: 10px;">[]</p>				
REPLY				DATE
SIGNATURE				

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