THE INTELLOFAX SYSTEM

I. EARLY DEVELOPMENTAL HISTORY (1947-1954).

    A. Objectives; Equipment Needs

    B. Early

    B. Coding Schemes

        1. The Intelligence Subject Code (ISC)

        2. Area Classification

          a. AMS

          b. Related Areas

          c. Area File

        3. Miscellaneous Codes

          a. Security Classification

          b. Source Locator

        4. Abbreviation File

    C. Data Base

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        ████████████████████████████████ Daily Reports

        2. Early Intellofax Coverage

        3. NCDEX

        4. Cables

    D. Intellofax Procedures

        1. The Batch System

        2. "Flash"

        3. The Abstracting Program

    E. The Microfilm Program

    F. The Source Card File

    G. The Intelligence Publications Index (IPI)

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II. The 1950's and 1960's

    A. Cooperation with Army, Air Force, and Navy: ISC

    B. MINICARD

III. C

II. The Era of Inter-Agency Cooperation

    A. Cooperation with Army, Air Force, and Navy: ISC

    B. MINICARD Project

III. Revised Intellefax System

    A. Systems Improvements

    B. Impact of DARE

    C. Equipment Developments (except DARE)

INTRODUCTION

The history of the Intellofax System encompasses many facets of

the information storage and retrieval system of the Office of

Collection and Dissemination (OCD) and its successor, the Office

of Central Reference (OCR). Two OCD Divisions, the Machine Division (mD)

(Central Index until 1948 and Machine Methods Division until 1954) [mmD]

(Intelligence Document Division until 1948)

and the CIA Library were responsible for the development and the operation of the

Intellofax System-- equipment, classification input scheme, and

retrieval. The office reorganization of 1956 added a third layer of

responsibility- a new Document Division (DD) for indexing

This history includes all aspects of the Intellofax System : the document

delivery, such as microfilming and improvements in print service,

as well as constantly advanced machine applications leading to the

computers of the 1960's. A project that had great impact on the Intello-

fax System but was not adopted- MINICARD-is discussed in detail.

The <u>Intelligence Publications Index</u> (IPI), the printed index of finished

intelligence documents, is historically part of OCD/OCR's

information storage and retrieval system and, therefore, appears with

the Intellofax System.

The impact on the Intellofax System of the <u>Library Consultants' Survey</u> of 1957 and the

resulting Task Team Reports of 1958 is discussed in the chapter on the CIA Library.

* Separate chapters appear on the Library and the Document Division

d. Researchers desire the availability of a bibliographic list-out of finished intelligence material for research purposes. Intellofax provides the quickest service and desired specificity. (In spite of this last conclusion, OCR managers decided in September 1960 that finished intelligence would no longer be indexed in the Intellofax System.)

CODIB-D-22
12 Dec 58
For Official Use Only
(CODIB Box 64-341/2)

Memo from
EXA/CR to
D/CR "Identi-
cation of
Positions to be
Eliminated"
16 Nov 66
SECRET CONF
(in OCR
Org. and Mgte.
(July-Dec 66)
Box 69-592

Denouement

Studies were made on the possibility of mechanizing the IPI, but nothing ever materialized. The IPI, therefore, continued to be published. During the unsettling years of 1966 and 1967 due to decisions about ▉ on top 25X1A2g of continuing budget cuts, the IPI was a target for change or reconfigura- tion. ▉ was experimenting with a publication called SKAN 25X1A2g (Subject Keyword Announcement) which was a computer listing of collateral documents on Communist China. OCR management debatted whether the IPI should be incporated into an expanded SKAN, whether the SKAN computer program should be applied to the IPI, whether the Special Register KWIC (keyword in context) approach should be used (whether the subject class section should be eliminated,) or whether there should just be a reduction in input. None of these possibilities occurred. Instead the IPI was prepared and published as it had been throughout the years. As a matter of fact, it was almost the last activity to be phased out with the complete reorganization of CRS in 1967/68. In answer to Mr. Borel's query as to what, if anything, would be provided as a substitute to the IPI, C/DR answered that in the design of the bibliographic/shallow indexing that would be applied to the bulk of the material received by the reorganized OCR, there would be the capability to retrieve and publish bibliographic citations

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Without any adva e warning to the "outside world", an
announcement, signed by ███████, D/CR, appeared in the February
1968 issue of the IPI to the effect that no more issues would
be published. After 15 years of continuous publication and with a
T/O fluctuating between ⱪ/ⱪ four and six, the IPI had earned its
reputation as the only complete publication of its type in the
intelligence community. Its size had grown from 146 pages in the
1953 cumulation to 454 pages in the last 1967 cumulation.

Historical Facts   25X1A9a

Editors   1952 (planning stages)53 ████████████████
               1953   ████████████████
               1954-58   ████████████████
               1959-61   ████████████████
               1961-February 1968   ████████████████

Organization within OCD/OCR
          1952   Edutorial ection, Book Branch, Library
          1953-55   Publications Review Section, Book Branch, Librar
          1955   Publications Review Section, Analysis &
                         Catalog Branch, Library
          1956-66   Special e tion, Analysis Branch, Document Div
          Oct 1966-Feb 68 Title Indexing Section, Customer Services,
                         Indexing and Services Division

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Rules for flow and selection
criteria of documents were made simultaneously with those for
the Intellofax System. NIS's were indexed from 1953 until 1958;

classified US research and development publications were included

from 1957-58; FDD publications were selectively indexed

after 1955; selected non-NPIC photo interpretation studies

were included after 1960. In 1956 a request to index the

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████████Daily Reports was rejected as not feasible and as not falling

into the criteria of finished intelligence. At the request of

the DD/I in 1955, the IPI staff began to provide citations of all

new monographic intelligence, including NIS's, for listing in the

OCI Current Intelligence Weekly Summary .

Along with other programs, the ~~IPI was surveyed as to its~~

usefulness. In 1958 a team, composed of ████████████████████████

██ ~~made~~ personal 25X1A9a

interviews with representatives from each CODIB member agency.

Questionnaires were sent out to recipients not in the Washington area.

The following conclusions were reported to CODIB in December:

  a. The IPI is used primarily as an announcement of current

     accessions; therefore researchers want a printed

     index published regularly.

  b. Since this is the only publication of its type

     in the intelligence community, no one wants it

     discontinued.

  c. Users are satisfied with the coverage, content

     and format and cumulation policy.   25X1A9a

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