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26 October 1982

STAT   MEMORANDUM FOR: [   ]
                          PO/MS/DDA

STAT   FROM: [   ]
                          C/MS/ODP

        SUBJECT: Agency Long-Range Planning
                          Phase IV - Support Capabilities

        REFERENCE: Memo same subject dtd 17 September 1982
                          (DDA 82-2266)

        Attached are the two planning documents requested in the

referenced memoranda.   STAT

Att: a/s

STAT   ODP:MS:[   ](26Oct82)(ODPPLAN &ODPPLAN2)(j-1disk)

        DISTRIBUTION:
                1 - ADDRESSEE w/att.
                1 - O/D/ODP w/att.
                1 - MS Subject File w/att. (ODP Long Range Plan)
                1 - MS Chrono w/att.
                2 - ODP Registry w/att.

26 October 1982

ODP Plan

Support Capabilities

I. Executive Summary

Although requirements for data processing support are stated in very general terms in the Agency long range planning papers (e.g., "update methods of analyses and data processing"), it is clear that SAFE capability must undergo continual upgrade and expansion, and that the capabilities afforded by office automation must be introduced throughout the Agency. Also, new information management systems for the Intelligence Community to provide for nominations and requirements satisfaction, e.g., CAMS3 for post 1985 collection system ☐ In 25X1 addition, ODP must continue to expand existing central services in response to apparently insatiable user requirements. In order to do so, ODP will need more people, more funds (which translate into hardware, software, and contractual services), and more space. Given those three resources, ODP will continue to meet increased demands for data processing support.

II. Overview

A. The concerns which have been at the center of ODP resource strategy for the past several years are:

- ° Rapidly expanding requirements for online services and terminals.

- ° Improving the overall reliability and availability of all ODP services.

- ° Implementation of Project SAFE.

- ° Development of CAMS for the Intelligence Community.

B. Current ODP concerns in addition to the above are:

- ° Office automation including the installation and management of the Agency Standard Word Processors and Office Automation Systems.

- ° Modernization of Agency administrative management information systems including Finance, Logistics, Personnel, Security and Records Management Systems.

° Providing adequate computer services backup through enhanced contingency planning and acquiring off-site processing capability.

° Computer security techniques and procedures

C. Future directions and themes, including A and B above, are:

° Developing a SAFE like service Agency-wide and specifically for the DO.

° Upgrading all services in line with currently projected growth patterns.

° Greater use of contractor support to achieve these stated objectives.

° Development of the Information Center concept to aid the user community in the use of available ADP resources.

The potential problem areas associated with these future directions are not new but will be exacerbated by the expansion envisioned in these planning papers. They include:

° Adequate computer grade space. Requirements to support the plan increase existing ODP space requirements.

° Acquiring, training, and retaining the necessary staff personnel expertise to meet future requirements.

° Adequate funding to satisfy requirements up front instead of playing catch-up.

° Clearance procedures for contractor personnel must be expedited if we are to take advantage of externally produced software.

° Additional Agency personnel will likely increase outbuilding computer support requirements. Increased use of outbuildings will inevitably compound our TEMPEST, communications, availability and support problems, particularly the need for additional personnel.

° The growth in the number of users, networking and sensitivity of data being processed will intensify concern for systems security.

III. ISSUES

There are two main relatively specific issues raised in these planning papers, SAFE and Office Automation. In addition there are many less specific requirements, some of which are implied, which will impact the ODP level-of-effort over the next ten years. For the most part, these are not new requirements. Only the magnitude and urgency will change. A gap in the plan which must be addressed is the unknown requirements which will be levied on ODP by other DDA components in their efforts to respond to this significant increase in workload.

SAFE

Project SAFE is the backbone for ADP support for analysts in the DI. Existing plans call for SAFE to support [   ]analysts. The SAFE design concept has been designed and funded around this figure. The addition of more analysts requested in this plan would cause a significant increase in the SAFE workload and terminal requirements. A study will be required to analyze the impact and to determine the feasibility and cost of the needed SAFE system enhancements.

25X1

Office Automation

ODP has competitively selected a contractor, Wang Laboratories, for an agency-wide standard WP and Office Automation Systems. The contract includes Wang support for initial surveys, maintenance and training. It is anticipated that with sufficient component funds this effort could be expanded to whatever level is necessary for additional Agency analysts, technicians and clerical personnel.

Additional Requirements

° The single terminal concept

° Applications development. The Agency plan implies that a significant additional effort would be needed in the area of specialized data base development.

° Support to end user programming

° Support to enhanced modeling activities

° Support of artificial intelligence requirements

° Graphics capability

° A measure for user satisfaction

° Training including CAI and the Information Center concept for a greatly expanded user population.

° Automated publication facility

° Drastic increase in all types of services being performed today.

° Archiving for storage and backup.

° Improved security techniques.

° Electronic mail facility.

° Improved availability and reliability.

° A "gateway" between separate computer facilities.

Absent

No mention is made of personal computers (PC). ODP is in a position to address the issue of TEMPEST PC's networked to the central facility, should the requirement surface, in two ways: Use of the Delta Data with a floppy disk, or use of the Wang Alliance System which has the ability to support the operating system CP/M.

IV. Resources

Resources over and above current planning estimates for FY 1984 - 92 are: In priority order:

° Resources for upgrading the currently planned SAFE facility to support a user population of [   ] 25X1

25X1

° Resources for general purpose computing to accommodate [   ] additional personnel in the DDS&T.

25X1

° Resources to plan and man remote facilities to support the above personnel [   ] 25X1

25X1

° Additional training resources

We would refer to the supplemental support package compiled for 1984 for more specific costing. This report delineates the various ODP resources needed for each incremental increase in analyst and scientist manpower.

26 October 1982

ODP PLAN

ADP Equipment/Services 1982-1992

I.   SAFE ENVIRONMENT

     The SAFE capabilities plan has undergone a significant
change since an external audit was performed in early calendar
1982. As a result of this audit an entirely new approach to SAFE
has been developed. The most significant features of the new
approach are:

     ° Use of IBM compatible hardware.

     ° Use of existing software where possible.

     ° An incremental development approach to reduce risk.

     ° Establishment of an early capability using the
        INTERIM SAFE system that has been used as test-bed.

     ° Moving the contractor facility [   ] to   25X1
        a Washington area site.

While many areas are still under development and review prelimi-
nary plans and milestones are as follows:

     FY 1983 - Early Capability

     ° Expand the Interim SAFE capability.

     ° Use existing software.

     ° Provide message dissimination.

     ° Routing capability.

     ° Private Index Files.

     ° Save Files.

     ° Expand the number of users to [   ]   25X1

     ° Provide DIA Testbed.

     ° Evaluate various DBMS's.

FY 1984 Integration

    ° Text Processing.

    ° On-line Text Search.

    ° Introduce SAFE User Language (SUL).

    ° Expand the number of users [＿＿＿＿＿]   25X1

FY 1985 Enhancements

    ° Mail analysis.

    ° Integrated user interface.

    ° Inverted Index Search.

    ° Inverted Text Search.

    ° Conversion of Interim SAFE.

FY 1986 Enhancements

    ° Combined Index/Text File Search.

    ° Full SAFE User Language (SUL).

25X1   ° Expand users to [＿＿＿＿＿]

FY 1987 Enhancements

    ° Full SAFE capability.

II. Backup Computer Center

    For several years ODP has placed resources in the Program CALL for a backup computer center. None have survived final review. Such a center would have to have a minimum of [＿＿＿＿＿] 25X1 sq. ft. of computer grade space. Current cost for such space is $150 per sq. ft. ODP also has plans for refurbishing and keeping the current Headquarters computer space for backup when the Headquarters Annex is built. A part of the hardware costs of a backup center could be offset by using excess equipment instead of releasing it to GSA for disposal.

III. Strategy for Responding to Significant Increase in ADP Requirements

    ODP's long range strategy for supporting quantum increases in demand for ADP services will continue to be vested in the acquisition of resources - people, dollars and space. These

resources, none of which can be fully effective without the other two, will provide the capability to respond to quantum increases in user demands.

The early capability delivered by SAFE will evolve over time to keep the DDI at the leading edge of information resource management technology.

ODP plans to support the quantum increase for ADP services by establishing new computer centers in the second Headquarters building to ensure the latest in state-of-the-art software and hardware are available.

With the increasing use of automated techniques in the office, the nature of ADP services will change dramatically toward improving the flow of information. Increasing investments in both central data banks and local text, data image, and even voice processing will ensure the timeliness and responsiveness of ADP services to meet analysts needs.

IV.   Strategy for Timeliness and Responsiveness to Demands for ADP Services

Again, ODP must seek and defend increased levels of resources in order to respond to user demands on a timely, responsive, and responsible fashion. Without space to house increased number of people and machines, and without those people and the dollars to obtain those machines, ODP cannot retain even the current level of responsiveness to user demands in the face of the magnitude of increased demands represented in the long range Agency plan.