

Jdm 1-SR

ICS 3558-88
16 May 1988



MEMORANDUM FOR: [redacted]
Information Handling Committee Staff

FROM: [redacted]
Director, Program and Budget Office

SUBJECT: Word and Data Processing Upgrade

1. The following is a summary of comments received from the Program and Budget Office (PBO) staff. Comments are listed in rough priority order.

2. The first PBO requirement is to maintain access to the heavy mainframe processing available now from the [redacted] Computer Center at CIA Headquarters. The NFIP budgetary data bases for FY 1988 and FY 1989 are maintained separately, with supporting files and report generators for heavy daily direct use containing about 100,000 records. The National Foreign Intelligence Program (NFIP) budgetary historical data base, with about 24,000 records, is maintained to reflect Congressional Budget Justification Book data from 1954 to 1993. The DoD Five Year Defense Plan for the NFIP and related programs contain almost 20,000 records. Also on [redacted] are the DCID 1/2 Requirements and Priorities data base (containing more than 21,000 records in the official file), and 25,000 records in a newly developed test file. These files are maintained for report generation on an ad-hoc and quarterly basis. We also maintain a Linguist Reserve data base and associated Geographic data base, which contain 5,400 and 4,900 records respectively for the Foreign Language Committee research and reporting requirements.

3. The requirement for large data base use includes the ability to process incoming data tapes; build large files that produce the budget, budget history, DCID 1/2, and Language Reserve reports; and with outputs directed to tape, diskette, Hetra high-speed impact printer, and the Xerox 9700 multicopy printer at the CIA Headquarters. In addition, we must be able to access the 600,000-record FYDP for non-Community programs and R&D records that are made accessible to us by SOVA at the [redacted] Center.

4. Our second requirement is for improved user-friendly word processing. This should not require massive retraining or dislocation of office production. This includes the conversion of all existing files held on the active and archive disk packs. Great improvements in the word processing software capabilities, speed, and storage media could be made and are desirable.

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5. The Wang WP currently suffices, but we have had to limit use of the BASIC compiler, remove Words-in-Text due to lack of storage for the index tables, and archive too many files due to cramped disks. We need a friendly, almost "idiot proof," self-teaching, menu-driven WP. PBO, and most likely the rest of the ICS, will not function well if the Wang systems continue to degrade.

6. One fix that would provide an immediate improvement would be replacing the disk drives in the Wang vault with the 4" in place of 1" drives and loading up the Wang software WP-PLUS. This would go a long way toward upgrading the system for the message/document sending and WP user group which constitutes both about 95 percent of the IC Staff and usage of the Wang resources.

7. Our third requirement is an electronic mail capability to send and receive messages and attached documents to all components of the ICS, NFIP program management offices, the four Intelligence Oversight Congressional committees, the DoD Comptroller, C³I, and OMB.

8. Electronic mail would save considerable time PBO personnel spend handcarrying information. It would allow the newly established U&S Commands Program Monitor to communicate with the Service staffs and the far-flung U&S Commands. It would save time for the program monitor for the pearls and gems, who spends much of her time travelling between her six program offices. In addition, these circuits would cut out a lot of the "telephone tag" in which we are all engaged. Our responses to our frequent short fuse tasks would be quicker and better staffed. Inside the the Wang does this adequately.

9. Our fourth requirement is use of the forthcoming STU-3 as a fallback for electronic mail to those places where installing secure lines has proved impossible. The MITRE Corporation will shortly test batching documents through STU-3 hookups. This could be a cheap option if we were to get STU-3s to attach to the WP system.

10. Our fifth requirement is the loading of program textual files into the WP System. This would allow the monitors of big NFIP programs to search their huge books (the CCP has 2435 pages) for key words and numbers, and not have to flip pages and paper clip items of interest. Key passages could be located quickly, reviewed, and electronically incorporated into PBO-developed documents.

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11. Our sixth requirement is to load external program-submitted data files into the system from RAMIS, and subsequently to update versions for numeric analysis using off-the-shelf software by the program monitors and ED analysts. This would complement the RAMIS system, not supplant it, and give monitors more of a feel for their program data and how RAMIS could be used to analyze it. It would have to be a VERY user-friendly language.

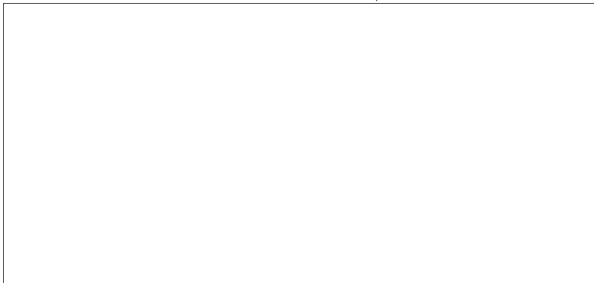
12. Our seventh requirement is a WP package that allows merging of text and numerical report files from RAMIS or other application generated reports. This capability would save time and eliminate data input errors to output better reports, especially in crunch periods.

13. Our eighth requirement is a WP/ADP/graphic package to merge all sorts of formats for desktop publication. This would also save time in the crunches, as well as allow the ICS to produce almost print-plant quality product quickly.

14. Our ninth requirement is for an advanced graphics capability that would allow the general but interested user to develop highly individualistic graphics. This would put some impact in graphics for transparencies and documents, as well as improve analysis of large data bases.

15. Our final requirement is for a BASIC interpreter or compiler, to allow specific users to write their own code and evaluate numeric data from programmatic points of view. This would complement the mainframe processing and the application software package processing. This would permit users to manipulate their own data, giving them another tool to get at the information for evaluation, and to develop ad-hoc numeric tables for incorporation into PBO documents and/or loading into graphics applications.

16. If you have any questions, please contact
(secure).



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