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NOTE FOR:

FROM:

DATE: 01/12/97 05:03:00 PM

SUBJECT: ~~(AUC)~~ RDP Weekly Report, 6-10 January 1997

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(U) The Automatic Declassification Date is 17 April 2000

(U) Activities and Accomplishments

(U) Image Workflow Automation System (IWAS) Prototype Status

~~(AUC)~~ Personnel

A new member of the IWAS development team has joined the RDP program. [] started work on 6 Jan 1997. [] will be working on IWAS development.

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~~(AUC)~~ Summary

The Development Team has begun to align themselves to perform the dual roles of technology implementors and a support resource. This will be an evolving process over the next three months as components of the factory are implemented. The Information Management Unit (IMU) and Records Conversion components are well underway. Creation of a Pilot IWAS application is underway, with a software design having been completed and several of the underlying service components ready for testing. The next three to four weeks will see refinement of the Prototype's elements into a more highly integrated application, capable of the desired performance goals. Design and development of the first help component, the Declassification Guide, has begun.

~~(AUC)~~ CDF Operations

Form 14s being placed on all STARGATE boxes and procedures have been tightened up control on the way boxes are being issued to the STARGATE indexers. [] held the first weekly production meeting. Actions were identified to initiate processing of STARGATE boxes. Two workstations were set up in each of the Transition CDF areas. [] installed the STARGATE database on each of the workstations requiring it (in lieu of placing it on the server, which we have not tested yet). One box (the only one which has been quality control (QC) checked for its index records) has been processed through scanning and scanning quality control. As we do QC on additional STARGATE boxes, we will begin to process boxes from the AARC in accordance with established pull lists. An order has been placed for desktop supplies for the Records Conversion business process.

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Several bulletins were distributed electronically to RDP redactors, including one on "Privacy" which was based on a recent briefing by OGC.

~~(A)UO~~**Special Processing Unit (SPU)**

For the first half of this week [] and [] surveyed DS&T jobs at the AARC, to obtain data for creating box pull lists. On Thursday and Friday, [] began his vacation and [] began helping prepare the [] pages of FBIS material for release to NARA. [] worked on this FBIS material throughout the week including holding a meeting with key RDP personnel to nail down document marking and handling procedures. [] helped IMU in the reproduction of documents throughout the week.

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~~(A)UO~~**Information Management Unit (IMU)**

C/IMU arranged a meeting between some RDP staff and CSI/HRG to discuss several issues of common concern. Some records recently recalled by RDP had previously been reviewed by HRG. The box records, while reflecting an HRG review, did not indicate which documents had been reviewed. HRG will make their index available to RDP. Several other issues of common concern were discussed and all agreed to meet on a regular basis to keep each other aware of our respective declassification initiatives and to ensure we avoid overlap and duplication in our reviews.

~~(A)UO~~**DS&T Team**

The first box of STARGATE documents has been scanned and two terminals have been set up in the "factory" for checking the indexed materials. [] and [] are going to check and correct the indexed records. Because of the speed of the scanning system, it is unlikely that the indexers and checkers will be able to keep up with the scanning operations.

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[] returned to work this week from his recent hip surgery. Welcome back, []

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~~(A)UO~~**DI/DCI Team**

With the return of DI/DCI Team members from holiday leave, the Team resumed their usual high rate of productivity. The backlog of documents awaiting Level III certification has been eliminated. Level I and II review of a fresh batch of DI documents provided by IMU, meanwhile, continued apace. Much of this material will probably be of significant historical interest since it entails Agency assessments of Soviet military and economic capabilities at a time when US technical collection systems were just beginning to unravel the Soviet enigma. Additionally, in its spare time, the DI/DCI Team continued to assist the DA Team, performing Level I review on some [] documents [] pages.

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(U) Upcoming Week~~(A)UO~~


The Community Historical Review Advisory Council (CHRAC) under [] CSI,

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will receive an IWAS demo.


Chief, Records Declassification Program
MSG/OIT

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Note: Portion Markings pertain to all portions below the marking until a new portion marking is encountered.

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