DATE:

SUBJ: INFO AND ACTION MEMO, REF S___ S___, (U)

TO: DT

1. PROBLEMS: SOME PROBLEMS WITH S___ S___ PRACTICES AND PROCEDURES HAVE BEEN IDENTIFIED (ENC 1).

2. ACTIONS NEEDED: MANY ACTIONS ARE NEEDED TO REMEDY ABOVE PROBLEMS, AND TO ACHIEVE OVERALL PROJECT OBJECTIVES OF PRESENTING A CASE FOR OPERATIONAL RV TO THE NFIB (ENC 2).

3. RECOMMENDATIONS:

   ☐ DETAIL _____ FULL TIME TO _____ :
   - o NEED FOR THIS ACTION IS INDEPENDENT OF THE L/C POSITION BEING FILLED OR NOT.
   - o DETAIL WILL NOT INTERFERE WITH DUTIES OF EXISTING PERSONNEL OTHER THAN THRU DATA SUPPORT OR ADMIN REQUIREMENTS.
   - o AN SRI STAFFER (STATISTICIAN), OR POSSIBLY _____ , MAY BE REQUIRED FOR OCCASIONAL ASSISTANCE.

   ☐ IMPLIMENT IMMEDIATELY :
   - o DURATION: AT LEAST THRU COMPLETION OF NFIB REPT (9-12 MO.)
   - o R. _____ WILL ASSUME DUTIES AS ACTING CHIEF, DT-ACO (WEEKLY CONTACT WILL BE MAINTAINED, ASSISTANCE PROVIDED AS NEEDED)

SG1J

DT-ACO

SOME PROBLEM AREAS :

1. THERE IS/HAS BEEN SOME CUEING:

    — LACK OF CONSISTENT DOUBLE BLIND PROCEDURES
        FOR UTILITY ASSESSMENTS.

    — PROGRESSIVE FEEDBACK, ESPECIALLY WHEN MANY SESSIONS
        CONDUCTED, LEADS TO "CONVERGENCE" TO TARGET.

    — UPFRONT BIASES ON NATURE OF TARGET TYPE HELPS
        IN NARROWING DOWN OPTIONS (10; S/T flavor or Pool)

    — MONITOR EXPECTATIONS COULD SKEW QUESTIONING.

    — (HOW TO SEPARATE MONITOR focusing from CUEING?)

    —

2. NOT ENOUGH UTILITY ASSESSMENT PROJECTS HAVE BEEN
   CONDUCTED:

    — INCREASE SIZE, DIVERSITY

    — DO MORE UTILITY ASSESSMENTS FOR NEW METHODOLOGIES
        (as CALIBRATION OF METHOD..).

    — DIFFICULT TO ACCOMPLISH MEANINGFUL OVERALL ASSESSMENTS
        UNLESS SIZE INCREASED.

3. ROUTINE PROCEDURES MAY NEED IMPROVING (eg; less access control, monitor session)

4. PERSONNEL ISSUES:

    — INITIALLY, LITTLE OR NO CONCERN REGARDING PROPER PROCEDURES.

    — STAFF LIMITED ON S/T INTEREST (REGARDING TASKS)

    — NEED TO SCREEN BETTER. (Some local common sense!)

    — MOTIVATION (for some) on JOINING S.S.;

5. FUNDAMENTAL ISSUES:

- TARGETING: WHAT IS BEING ACCESSED. ("RV; TEL/CV; future tech.bed)
- Role of feedback PACKAGE, local knowledsable, other.
- How best To "ACCESS" TARGET: what underle CRV/ECRV?
- Relative merits of ERV, ECRV, WRV, other (ie, beacon-invert;)
- IS IT THE TRAINING PROCEDURE, OR THE PRACTICE?
- There appear to be "fundmental limits" to some aspects: what does this mean relative to detection applications.

/

ACTIONS NEEDED

1. REVISE UTILITY ASSESSMENT PROJECTS AND PROCEDURES.

2. IMPROVE OPERATIONAL PROJECT RECORDS, PROCEDURES.

3. REEVALUATE ALL PROJECTS AND UPDATE OR COMPLETE
ALL EVALUATIONS. DEVELOP "IN DEPTH" FOR SOME.

4. EXAMINE DATA BASE FOR TRENDS, PATTERNS.

5. IMPLEMENT DATA BASE ANALYSIS PROCEDURES FOR
ALL PROJECTS.

6. REEVALUATE ALL PROJECTS TO LOOK FOR POTENTIAL BIASING.

7. REEVALUATE TRAINING METHODS & IMPLEMENT ADVANCED
TRAINING PROJECTS.

8. BEGIN FORMULATION OF WHAT IS NECESSARY FOR
THE NFIB PROGRAM PACKAGE (~ 9 MONTHS), & INITIATE SOME ASPECTS.

9. UPDATE AND/OR COMPLETE ALL PROJECT DOCUMENTATION

10. REVIEW "OLD" CL "DATA BASE" (SUMMARIZE, ASSESS)

11. REENERGIZE "CL TASK REVIEW GROUP", + "OVERSIGHT PANEL".

12. IMPLEMENT RANDOM MONITORING/ RECORDING OF ALL SESSIONS.

13. VARIOUS ADMIN ISSUES.

14. PROVIDE IMPROVED LIAISON WITH R/D SECTOR & INTEGRATE WHERE APPROPRIATE, WITH S.S.

15. _____ ROUTINE LIAISON _____

16. DEFINE INT "NEEDS" THAT RV COULD ADDRESS, & QUANTIFY.

ACTIONS NEEDED -- ???? ?? ????

1. REVISE UTILITY ASSESSMENT PROJECTS & PROCEDURES.
   - 50-100 PROJECTS
   - VARIOUS CONDITIONS, OBJECTIVES.
   - REVISE DATA SUMMARY, PROVIDE INTERPRETATIONS,

2. IMPROVE OPERATIONAL PROJECT RECORDS, PROCEDURES
   - ALL PERTINENT DATA, SUMMARY MOD (GEN, SPECIFIC, QUAL/BELIEF)
   - PROVIDE IMPROVED "INTERPRETATIONS" FOR SUMMARY DATA.

3. REEVALUATE, COMPLETE ALL EVALS..
   - DT, OTHERS (DA...)
   - DEVELOP "IN-DEPTH" EVALUATIONS, USING SEVERAL
     PROCEDURES FOR A REPRESENTATIVE NO. OF CASES (10. to 33%
     SET, LINE-LINE COMPARISON, · FORM-CONTENT, CONCEPT ANALYSIS..).

4. TRENDS, PATTERNS
   - WHAT WORKS, WHAT DOESN'T
   - SENSITIVITY TO VIEWER TYPES, PREFERENCES, BACKGROUND.

5. DATA BASE ANALYSIS
   - ON GOING CHARTS, TABLES, ALL CATEGORIES

6. REEVALUATE TO LOOK FOR POTENTIAL BIASING
   - TYPE, DEGREE OF FEEDBACK fn of SESSION NO.
   - INITIAL MONITOR KNOWLEDGE & PROGRESSIVE KNOWLEDGE
     "

7. REEVALUATE TRAINING METHODS
   - METHOD VS PRACTICE ; ROLE OF GOAL, MOTIVATION...?

8. BEGIN FORMULATION OF NFIB PACKAGE
   - TRENDS, PATTERNS, WHAT CAN DO, WHAT CAN'T DO...

   - BEGIN "DATA ORIENTED" BRIEFING

9. UPDATE AND/OR COMPLETE ALL PROJECT DOCUMENTATION:

- SECURITY GUIDELINES, PROCEDURES
- SESSION PROTOCOL (DEFINE ALL STEPS, CONTROLS ....)
- EXPAND TRAINING MANUAL
- DEFINE VARIOUS EVALUATION METHODOLOGIES
- REFORMAT DATA SHEETS, DATA REPORTING FORMAT
        (INCLUDE GENERAL, SPECIFICS, QUALIFIERS ...)
- EXPAND "INCLEMANCIES" (COST OF MOTIV, OTHER FACTORS...)

10. REVIEW OLD RC DATA BASE:

- RETAIN SUMMARY
- KEEP FILES WHERE OPS PROJECT IS LISTED IN REPORTS
- PROVIDE OVERVIEW, LESSONS LEARNED, ETC.

11. REVIEW GROUPS (IC TASK GROUP; EX OVERSIGHT PANEL) -- REACTIVATE
    - ESPECIALLY FOR EVENTUAL NFIB PACKAGE ...
    - SET UP ADDITIONAL TEC PROTOCOL REVIEW (FIELDS? ....)
12. MONITORING (RANDOM SAMPLE FOR ALL)

13. ADMIN ISSUES.
    - ROLES .. DEFINE CLEARLY
    - SCHED & CONDUCT MONTHLY "DETAILED" REVIEWS
    - REEXAMINE ALL FILES (FILTER OUT NON-RELEVANT ISSUES)
    - CLARIFY FILE SECURITY; IMPLEMENT NEW PROCEDURES IF REQUIRED
    - DEVELOP FOLLOW-ON PROCEDURES FOR PREVIOUS STAFF MEMBERS
    - MISC PERS ISSUES (BE ALERT TO POT. DIFFICULTIES, PS. EFFECT OF
        METHODOLOGY, TARGET TYPES ... ON VIEWERS..)
    - IMPROVE FILES / RECORDS

    - WHO HAS ACCESS TO FACILITIES
    - INSURE APPROPRIATE

R/D (?)

- INCORPORATE APPLICABLE RESULTS FROM SRI WORK, OR FROM FINDINGS IN OTHER LABS
- SET UP "MUTUAL EXCHANGE", EVEN JOINT EXP., WITH SRI
- COOPERATE WITH "DEMO TYPE" PROJECTS OF INTEREST TO DARPA...
- PREPARE SUMMARIES, ETC OF RESEARCH, for SS. FILES.
- SET UP FREQUENT MTGS WITH RESEARCHERS WHEN APPROPRIATE (IE, SRI STAFF ..)
- MONITOR IMIC (IO-COTR)

REVISE ~~UTILITY~~ ASSESSMENT PROJECTS AND PROCEDURES

1. PROJECTS :

- SET UP ~100 TARGETS / PROJECTS (inc. several Groups { on TR / exploratory / indicative)
- DEFINE WHO DOES , HOW ~~SELECTED~~ &
- DEVELOP TO BE "HOMOGENEOUS"
    - Evor mix of S/T, TAGT/OPS , NOr TEC, PEOPLE, OTHER(OBJTS — soach ... PLACES)
- WHO, HOW TO EVALUATE , SUMMARIZE
- HOW CONTROLLED? (1/2 in DT-S, 1/2 in DT 3, 2 ome at SRI ?)
- HOW SELECTED? (RANDOM, TC ELIM BIASES)
- DEFINE TARGETING METHODS, INSTRUCTIONS, WHAT IS KNOWN,
    - BY WHOM & WHION ..
- EXAMINE FOR VARYING TARGETING PROCEDURES, METHODOLOGIES,...
    - ERV, UDV ... beacon?) ...

2. CONTROLS / CONDITIONS :

- SET LIMITS TO SESSION No's ..
    - Record data for session ; state of freedback.. (ending).
- VARY DATA CONDITIONS for INITIATION !
    - c(lass A) DOUBLE BLIND (for some, initially), (class B , c VARYING DEGREES)
        - TRANSITION TC CRS CONDITIONS " (ongoing ...) weather !
- RECORD ALL SIGNIFICANT BACKGROUND DATA (INCUMBANCIES, DISTRACTIONS
- DEFINE WHAT IS desired (the inv. question, gen or specific)
- defin what is important (one, specific) ; internal, external, analy/th...
- VARY LOCATION OF feedback package
- Show how these relate on transition to CRS, part of con TR , or cap with CRS .. etc ..

3. ASSESSMENTS

- Look for ~~Trends~~ variables (To help in assessing people, their potential... Prog ... ols acceptance or not... Diverse influences, MOTIVATION ...)
- significant input for NFIP report, predictive utility for potential CRS projects .. ...