

Division 6 - Lincoln Laboratory
Massachusetts Institute of Technology
Cambridge 39, Massachusetts

SUBJECT: PLANNING, SCHEDULING AND ADMINISTERING THE AN/FSQ-7 PROGRAM;
TRANSFER OF RESPONSIBILITY FROM MIT TO IBM (SUPPLEMENT TO M-2300)

To: AN/FSQ-7 Engineers

From: Jay W. Forrester

Date: July 15, 1953


Transfer of Responsibility from MIT to IBM

Transfer of principal responsibility from MIT to IBM within the scope of their contract should be by a letter to the attention of Coombs, signed by Forrester or Everett. This letter will transmit the form called Equipment Design Data, which will provide information to IBM on the job to be done.

In addition to giving the title of the particular job and references to reports, conferences, drawings, etc., it should also, under the heading "General Remarks and Requirements", summarize the basis for proceeding with the work. Included here should be information concerning accepted specifications for design, performance, etc.; the exact scope of the work to be done (e.g., to what extent the unit is to be tested before delivery); any elements of time schedules that must be met; and the basis for maintaining liaison with MIT during work (name of the MIT engineer assigned to follow the work, steps at which formal reports to MIT are desired, etc.)

Copies of the letter should be sent to Forrester, Division 6 group leaders, Group 62 section leaders, Hill and Valley of MIT, to Palmer, Zollinger, Solomon, Coombs and Burke of IBM, and to Kromer for the Planning and Control Office to transmit to AFCRC.

JWF:gn


Jay W. Forrester

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