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19 October 1953

MEMORANDUM FOR: Chief, SR/DOB

SUBJECT: Staff Study Concerning Collection of Payment
for Meals Eaten at DOB Safehouse Installations

1. The attached Staff Study is submitted in accordance with instructions of Chief, SR/DOB.

2. The following DOB personnel participated in the discussions which led to the conclusions reached in the Staff Study:

- Operations Officer
 - Assistant Operations Officer
 - Assistant Operations Officer
 - Security Officer
 - Assistant to the Chief, DOB
 - Personnel Officer
- Finance Officer
- Senior Case Officer
- Supply Officer
- Tradecraft Officer
- Case Officer
- Case Officer
- Communications Officer

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STAFF STUDY

1. PROBLEM

To determine the feasibility and desirability of providing meals eaten at DOB Safe Houses free of charge to personnel assigned to duties thereat by proper authority.

2. FACTS BEARING ON THE CASE

a. The Domestic Operations Base has been assigned the responsibility of operating a network of safehouses for REDSOX agents. These houses are located within an 85 mile radius of DOB Headquarters.

b. Government regulations provide that REDSOX agents brought to the United States under "Special Procedure Entry" must be held under twenty-four hour per day surveillance.

c. Case Officers assigned to REDSOX projects by DOB are required to spend long periods of time at isolated safehouse installations without relief.

d. Security considerations require safehouse resident Case Officers to eat their meals at the safehouse.

3. DISCUSSION

a. Safehouse duties assigned to DOB Case Officers are tedious, monotonous, and demanding. Safehouse resident case officers work under conditions of tensions, and are required to put in many long hours of overtime. In fairness to these individuals an attempt must be made to provide incentives which will compensate for the overtime.

b. Salaries of case officers who are assigned to safehouse duties vary from GS-5 \$3,400 to GS-9 \$5,060 per annum. In addition, a limited amount of overtime is authorized. (Current policy permits up to 2 hours overtime on normal working days and up to 8 hours on Saturdays, Sundays and holidays.)

c. An effort was made to exact payment for meals eaten at DOB safehouses during 1952. This was found to be unsatisfactory for a variety of reasons.

(1) The only practical way to keep an account of meals served was for the safehouse cook to note the names of each person served. This was bad security practice since the agent was pointed out as the only one who did not have to pay.

(2) For security

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- (2) For security reasons aliases were used at the safehouses. These names were difficult to identify by the DOB Administrative Staff. Therefore it was almost impossible to collect payment at Headquarters or to check the cook's figures.
- (3) The case officers resented being checked off for their meals by safehouse cooks. It represented a loss of prestige in the eyes of the agents.
- (4) The case officers objected to paying for meals they did not relish, i.e. special native dishes requested by the agents. In addition, they were not given a choice of whether or not to eat at the safehouse -- they were ordered to eat there.

d. In view of the adverse affect on morale experienced by exacting payment for meals eaten at DOB safehouses, Chief, DOB, obtained an administrative decision from higher authority to waive payment for these meals.

4. CONCLUSIONS

a. The problem under discussion is basically one of morale since the cost of meals eaten at the safehouse is small compared to the compensation for overtime which the case officer would normally receive.

b. Government regulations leave no alternative but to collect payment for the meals eaten.

c. Experience has shown it to be impractical to collect payment for meals at the safehouse site.

d. An attempt must be made to provide a solution which will insure fair treatment for all personnel concerned and at the same time conform to Government Regulations.

5. RECOMMENDATION

It is recommended that a per diem allowance be authorized for those personnel who are assigned to Safehouse duties by competent authority.

a. At the end of each month personnel assigned to safehouse duties will submit vouchers claiming per diem and making deductions for meals eaten at the safehouses.

b. There will be no collection for meals at safehouse sites.

c. The per diem authorization mentioned above will apply to all personnel assigned to safehouse duties by competent authority.